

Job Specification

<u>Knowledge, skills and experience requirements for the post.</u>		
<u>Cook I</u>		
<u>Qualifications</u>	<u>Essential</u>	<u>Desirable</u>
Level 2 Food Hygiene Certificate or willingness to obtain within 3 months of employment.	✓	
Basic literacy and numeracy skills.	✓	
<u>Experience</u>	<u>Essential</u>	<u>Desirable</u>
On the job catering experience in a catering unit.		✓
<u>General & Special Knowledge</u>		
Awareness of health & safety.	✓	
Awareness of first aid.		✓
<u>Skills</u>	<u>Essential</u>	<u>Desirable</u>
Ability to work to timescales & deadlines.	✓	
Deal with customers in a polite, courteous & friendly manner	✓	
Ability to work flexibly as part of a team.	✓	
Communicate & liaise with team members.	✓	
Ability to follow instructions.	✓	
<u>Additional Requirements</u>	<u>Essential</u>	<u>Desirable</u>
Willingness to work flexibly in accordance with policies & procedures to meet the operational needs of the trust.	✓	
Willing to undertake training & continuous professional development in connection with the post.	✓	
Work in accordance with Outwood Academy Trust values & behaviours.	✓	
Able to undertake any travel in connection with the post.	✓	