

PERSON SPECIFICATION – CHEF MANAGER

The following person specification outlines the key skills and experience required for this position.

The selection panel will assess each candidate against the criteria listed below expecting candidates to demonstrate knowledge and understanding of each area and show evidence of having applied (or awareness of how to apply) this knowledge and understanding in the school context.

The panel will use the following assessment tools: application form; interview / assessment activities; reference and other employment checks.

Attribute	Essential	Desirable
Experience:	<ul style="list-style-type: none"> • A minimum of three years in senior kitchen position; • Strong and demonstrable experience in providing first class customer care; • A working knowledge of stock management; • Demonstrable experience of monitoring a budget; • Experience of managing a small team. 	<ul style="list-style-type: none"> • A minimum of five years as a Chef Manager.
Skills, Knowledge and Abilities:	<ul style="list-style-type: none"> • Educated to GCSE standard of equivalent with passes in English and Maths; • Level Two Food Hygiene and Safety Certificate; • City & Guilds 706/1 & 2 or NVQ Level 3 in Catering or significant trade experience; • Good level of ICT skills using MS Outlook, MS Word and MS Excel; • Good people management skills. 	<ul style="list-style-type: none"> • Level three Food Hygiene and Safety Certificate; • Certificate in First Aid.
Personal Qualities:	<ul style="list-style-type: none"> • Ability to effectively communicate verbally and in writing to a variety of audiences; • Excellent time manager; • Passionate about learning – proactively aims to continually improve own learning and encourages approach for other in team; • Ability to accept and manage change; • Up to date with modern food trends; • Keen attention to detail; • Discrete, tactful and diplomatic. 	
Safeguarding:	<ul style="list-style-type: none"> • Evidence of a commitment to promoting the health, welfare and safeguarding of children. 	

The Seckford Education Trust is committed to safeguarding and promoting the welfare of children and young people and the successful candidate must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS).