



St. Julie's Catholic High School

PERSON SPECIFICATION – CATERING MANAGER

'St Julie's Catholic High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and visitors to share this commitment'

	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> Hospitality & Catering Qualification NVQ3 or C&G 706 1&2 Level 3 Food Safety/Hygiene Qualified 	<ul style="list-style-type: none"> Level 3 Catering Management First Aid Qualified
Experience	<ul style="list-style-type: none"> Management experience in catering industry Proven experience of managing a high volume quality commercial kitchen Excellent Professional knowledge Budgeting experience to include food costings and budgetary controls 	<ul style="list-style-type: none"> Experience of allergen management and control Experience of nutrition and well-being; special diets Experience of EHO inspections
Skills, knowledge and qualities	<ul style="list-style-type: none"> Understanding of good catering management practices and the policies and systems to support them A commitment to and clear understanding of health & safety Experience of managing HACCP systems Experience of managing COSHH Experience of menu design and food innovation Ability to lead and work effectively and supportively as a member of the Catering Team Experience of supporting staff at all levels to make excellent progress Excellent organisational skills, including planning and time management Flexibility and the ability to work calmly and quickly under pressure, prioritising and multi-tasking as required Ability to manage suppliers and engineers Willingness to undertake training in relevant areas to develop skills necessary to support raising standards in school Commitment to the highest standards of child protection A personal manner in keeping with the school ethos towards parents/carers, 	<ul style="list-style-type: none"> Knowledge of school catering and School Food Standards



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	<p>children, the community, and wider community</p> <ul style="list-style-type: none">• Ability and motivation to interact with students, staff, parents and carers• Energy, enthusiasm	
Pastoral Skills	<ul style="list-style-type: none">• Able to maintain a professional, yet caring and compassionate approach to dealing with students• Suitable to work with children. An Enhanced Disclosure with Children's Barred List check will be completed for the successful applicant	
General	<ul style="list-style-type: none">• Supports the ethos of the school• Is Flexible and adaptable• Occasional working outside normal hours to facilitate catering for school events	

All staff appointed to St Julie's are expected to be committed to supporting the school's aims and actively implement the school's policies