



Person Specification

Job Title: Kitchens Manager

Date Prepared: September 2021

DETAIL	ESSENTIAL	DESIRABLE	EVIDENCE
EDUCATION AND QUALIFICATIONS	NVQ Level 2 professional cooking qualification or equivalent Level 2 Award in Food Safety with a willingness to work towards Level 3	Level 3 Food Safety certificate Relevant team leader or supervisor qualification	Application Certificates
EXPERIENCE	Previous experience of supervising staff Previous experience in a similar catering or food production operation Menu planning and food service development Stock control	Experience of negotiating with suppliers Experience of cost based catering	Application Interview References
SPECIFIC SKILLS AND KNOWLEDGE	Ability to organise, lead, motivate and develop a team Ability to resolve conflict and develop effective working relationships High attention to detail Excellent customer service skills	Ability to manage the financial aspects of the catering operations	Application Interview References

	<p>Developed understanding Environmental Health inspection requirements</p> <p>Developed IT skills, using Microsoft Office packages</p> <p>Knowledge of CoSHH and HACCP regulations</p>		
PERSONAL QUALITIES	<p>Ability to work in a team</p> <p>Ability to proactively engage with compliance requirements</p>		<p>Application</p> <p>Interview</p> <p>References</p>
OTHER FACTORS	<p>Satisfactory DBS check</p> <p>Cheerful outlook</p> <p>Flexible approach to work</p> <p>Positive, can-do attitude</p> <p>Committed to the Vision and Values of Morden College.</p> <p>To ensure Morden College complies with the Health and Social Care Act 2008 (Regulated Activities) (Amendment) (Coronavirus) Regulations 2021 (“the Regulations”), the post holder will need to be fully vaccinated against Covid-19 unless clinically exempt</p>		<p>Certificates</p> <p>Interview</p> <p>References</p>