Shire Services - Shropshire Council
Person Specification – Senior Catering Manager Grd 7

Attributes	Essential (E)	Desirable (D)	Method of Assessment A – application form, S – scenario, I – interview, T – test, P - portfolio
Qualifications (or equivalent skills)	NVQ Level 2 in Catering or equivalent. (E) NVQ Level 3 in Catering or equivalent. (E) CIEH Level 2 in Food Safety in Catering or equivalent. (E) CIEH Level 3 in Food Safety in Catering or equivalent. (E) NVQ Level 2 Award and Certificate in Team Leader (E) NVQ Customer Service Level 2 (E)		Documents Documents Documents Documents Documents Documents
Specialist Knowledge	Computer literate. (E) Experience of financial controls within a catering environment. (E) Knowledge of food hygiene and health and safety legislation. (E)		A & I A & I A & I
Skills	Previous five years' experience in a supervisory role. (E) Manage at least ten employees in a previous recent role (E) Able to work effectively with colleagues from a range of backgrounds. (E) Ability to develop employees and maximise their skills. (E) Good preparation and cooking skills. (E)		A & I A & I A & I A & I
Performance	Proven track record of working under pressure and delivering timely, high quality information and advice. (E) Experience of target setting, and performance measurement in their area. (E)		A & I A & I
Leadership	Ability to develop and empower others appropriately using a range of motivational skills. (E) Open, approachable, facilitative and persuasive. (E)		A & I A & I
Special Working Conditions	A good health record. (E) A no smoking environment. (E)		A & I A & I

Prepared by Janet Croft 2016