

PROSPECT PRIVATE NURSING HOME
PERSONNEL SPECIFICATION
Kitchen Assistant

| CRITERIA | ESSENTIAL | DESIRABLE |
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| <u>Education/Qualifications:</u> | No formal qualifications. Must be able to demonstrate literacy and numeracy skills | NVQ 2 Catering & Hospitality Educated to GCSE standard in Literacy or Numeracy or equivalent |
| <u>Physical Requirements:</u> | Neat and tidy appearance | Non smoker |
| <u>Experience:</u> | Able to clean and maintain a safe environment | Previous experience working in a food environment Experience of catering in a care environment |
| <u>Knowledge and Skills:</u> | Knowledge of Food Hygiene Good verbal and written communication skills Good customer service attitude Good Interpersonal skills Ability to use own initiative Continued... | Basic Food Hygiene Certificate |

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| | Self motivating Trustworthy and an understanding of confidentiality | |
| <u>Personal Attributes:</u> | Ability to work as part of a team Ability to work under pressure Approachable, friendly, caring and personable | A desire to work with the Elderly |
| <u>Other Requirements:</u> | Good attendance and Timekeeping record Flexible approach to working hours | Stable work record |

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| <u>Date personnel specification last reviewed:</u> | September 2021 |
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| <u>Signed:</u> <i>Mrs Liz Ross</i> | <u>Position:</u> Nurse Manager | <u>Date:</u> September 2021 |
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