

PERSON SPECIFICATION

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

Job Title: Cafés Shift Leader

Department: Commercial Services - Conferences & Catering

	Essential	Desirable	Tested by (Application form, Interview, Test)
Knowledge, Education, Qualifications and Training			
Educated to GCSE level or equivalent	x		Application form
Vocational Hospitality/Catering relevant qualification		x	Application form
Food hygiene qualification	x		Application form
First aid qualification		x	Application form
Skills and/or Abilities			
Be able to demonstrate a knowledge of food / drink	x		Application/Interview
Good communication skills	x		Interview
Demonstrable organisational skills	x		Interview
Previous relevant work experience and/or knowledge in a catering establishment	x		Application form/Interview
Good administration skills		x	Interview
Experience of supervision/management of staff	x		Application form/Interview
Good IT skills		x	Application form
Knowledge of COSHH and HACCP systems		x	Application form/Interview
Personal and Interpersonal Qualities			
Team player / Team Leader	x		Interview
Ability to lead and inspire others	x		Interview
Commitment to high quality service	x		Interview
Well presented, will wear a uniform	x		Interview
Self motivated	x		Interview
Passionate about food/catering/bar	x		Interview
Ability to lead, train, motivate and coach a large team developing staff to maximise their potential		x	Interview
Circumstances			
Flexible with working hours, including weekends and evenings when required	x		Application form/Interview
Ability to drive, with clean licence		x	Application form/Interview