

**PERSON SPECIFICATION**  
**General Assistant, Food Operations & Retail**  
**Vacancy Ref: M153**

<b>Criteria</b>	<b>Essential/ Desirable</b>	<b>* Application Form / Supporting Statements/ Interview</b>
Experience of food preparation and/or service, or working in café, bar, restaurant or other retail environment.	Essential	<b>Application Form / Interview</b>
Excellent customer service and communication skills	Essential	<b>Supporting Statements/ Interview</b>
Attention to detail and ability to follow instructions	Essential	<b>Supporting Statements/ Interview</b>
Able to undertake physical lifting	Essential	<b>Interview</b>
Ability to work under pressure	Essential	<b>Supporting Statements/ Interview</b>
Flexibility and in particular willingness to work evenings and weekends	Essential	<b>Supporting Statements/ Interview</b>
Proven Reliability and Responsibility	Essential	<b>Supporting Statements/ Interview</b>
The ability to work as an effective team player	Essential	<b>Supporting Statements/ Interview</b>
An interest in working and developing a career in the food, beverage and retail industry	Essential	<b>Supporting Statements/ Interview</b>

- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
- **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.