

Person Specification – Hospitality Assistant

Requirement	Essential	Desirable	How Assessed*
Education & Qualifications	<ul style="list-style-type: none"> Willing to participate in further education Hold a current Food Hygiene Level 2 certificate or willingness to undertake. 	<ul style="list-style-type: none"> Knowledge of palliative care services Experience of working with adults and children 	Application form
Experience	<ul style="list-style-type: none"> Experience of food, catering and/or nutrition work. Experience of cash handling & reconciliation 	<ul style="list-style-type: none"> Experience of working in the health/social/private care field or with the general public Experience of working in a multidisciplinary team. Experience of working with volunteers 	Application form Interview
Knowledge & Skills	<ul style="list-style-type: none"> Good time management and organisational skills. Good verbal & written communication skills. Empathic approach / personality. Understanding of the importance of confidentiality. Ability to prioritise workload. Ability to use initiative. Ability to work as part of a team but also with minimal supervision. Able to “clean as you go” and follow cleaning schedules 	<ul style="list-style-type: none"> Understanding of healthy eating principles. Understanding of how food intake affects a disease process. Knowledge/awareness of the nutritional needs of the sick patient. 	Application form Interview
Values and Personal Attributes	<ul style="list-style-type: none"> Team Worker. Enthusiastic and approachable. Flexible. Reliable Honest & trustworthy High standard of personal presentation & cleanliness Physically fit and able to carry out regular moving and handling activities An understanding of the charitable aims and ethos of the Hospice 		Application form Interview
Miscellaneous	<ul style="list-style-type: none"> Enhanced DBS 		Application form and DBS pre-employment check

* **Shortlisting candidates for interview** – We will shortlist candidates for interview by scoring against the above essential and desired criteria. Please tell us in your application and ‘Supporting Information’ section how you meet the requirements we are asking for.