



# Role Profile

Home Economics Auxiliary				Purpose			
Reference No.	A4817	Type	Individual	To work in the Home Economics department to prepare food, fabric and resources for delivery of the curriculum			
Service	Education						
Job Family	Technical 3	Grade	FC3				
Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:				Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility		E	D
Prepare food for the delivery of Home Economics <ul style="list-style-type: none"> <li>• Stock control of food and materials</li> <li>• Portioning and preparation of food for lessons</li> <li>• Collation of food orders delivered</li> <li>• Laundry</li> <li>• Cutting fabric</li> </ul>				Understanding of working in a food environment			✓
				Elementary Food Hygiene Certificate			✓
				Manual Handling Awareness			✓
				Organisational skills			✓
				Communication skills			✓

E = Essential Criteria    D = Desirable Criteria

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General kitchen duties (for example washing up, setting up, cleaning/clearing away equipment and its surround).	Understanding of health and safety requirements		✓
	Understanding of HACCP procedures		✓
	Team working skills	✓	
	Ability to provide a regular and effective service	✓	
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

<b>Additional tasks or responsibilities</b> – this is a generic role, however this particular job may also require you to undertake the following:			
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<b>Job Title (Specialists Tasks)</b>			

<b>Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required</b>
<b>Before confirming appointment:</b> You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

## Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

## Expected Behaviours

Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.

Please refer to How We Work Matters Guidance to learn more.