

Job Title	Cook
Reports to	Home Manager / Bursar
General scope of post	The post holder is accountable to the Manager for providing and promoting a high standard of catering service for the Home and where applicable the provision of meals for day centres, luncheon clubs and community meals.
Key Accountabilities	<ul style="list-style-type: none"> • Undertake menu planning in consultation with the Chef. • Oversee and participate in the preparation and cooking and serving of food in accordance with agreed menus. • Ensure menus are displayed showing choice including the provision of diets for residents with specific dietary requirement or cultural needs. • Check quantity and quality of stock in accordance with the catering manual. • Co-operate fully with the statutory inspections and implement recommendations as appropriate. • Deputise for the Chef during his/her absence. • Ensure HACCP's processes and the catering manual are followed and recorded as required. • In addition to the above, there are some general requirements that apply to all jobs in the Home.
Number of Direct Report	This role has no direct reports
Financial Responsibility	This role holds no financial responsibility
Knowledge, skills & Abilities	<p>Must be able to demonstrate literacy and numeracy skills in the English language</p> <p>Basic Food Hygiene Certificate</p> <p>Food Hygiene Regulations</p> <p>Responsibilities under HSAW Act</p> <p>Level 2 Diploma in Food Production and Cooking (or willing to work towards)</p>

Role Profile for Cook

Person Specification

ESSENTIAL	DESIRABLE
<u>Qualifications</u> Basic Food Hygiene Certificate Must be able to demonstrate literacy and numeracy skills	Level 2 Diploma in Food Production and Cooking (or willing to work towards)
<u>Experience</u> Previous experience working in a kitchen providing meals for large numbers	
<u>General Aptitude</u> A liking for older people and the ability to relate to them Ability to prepare and serve well presented and attractive meals to individual requirements	
<u>Motivation</u> A positive attitude and commitment to providing nutritious meals and offer a range of choices including to those with specific dietary requirements	
<u>Knowledge</u> Food Hygiene Regulations Responsibilities under HSAW Act Special diets	Nutrition and older people HACCP's Menu Planning
<u>Specific Skills</u> Ability to supervise the kitchen staff Ability to work on own initiative	
<u>Interpersonal Skills</u> The ability to form positive relationships with colleagues	
<u>Team Skills</u> The ability to work as part of a team and promote harmonious relationships	