



Job description

Job title: Cook

Reporting to: Catering Supervisor, Nurse in Charge, Business Support Secretary

Accountable to: Matron/Registered Manager

Job overview

To support the Catering Supervisor in the provision and service of nutritionally balanced meals for our residents, tailored to specific dietary requirements and preference. Our Cooks are required to lead our catering team in maintaining the cleanliness and working order of our kitchen facilities, whilst also supporting our healthcare team with the provision of diet and fluids for our residents.

Main duties & responsibilities

- To prepare and manage the provision of nutritionally balanced diets for our residents in accordance with individual requirements and our organisational menus.
- To support the Kitchen Assistants with food preparation during breakfast service as required.
- To support the Catering Supervisor with ordering of stock, completion of quality assurance recording in alignment with the "Safer Food, Better Business" approach to quality control, and the preparation of organisational menus.
- Demonstrate awareness of modified dietary requirements and ensure the clinical advice of the Registered Nursing team is followed, seeking support where necessary.
- Demonstrate an awareness of allergens and ensure food preparation is undertaken in a manner which will avoid cross contamination.

- Ensure that the kitchen environment is kept clean and tidy whilst meal preparation and service is taking place in accordance with Food Safety and Hygiene legislation.
- Ensure that cleaning tasks are undertaken in accordance with the designated cleaning rota and/or Catering Supervisor's request.
- To work in a manner which promotes the privacy, dignity, and preference of our service users.
- Act in a manner which promotes the rights of our service users, demonstrating an awareness of Safeguarding Policy and confidentiality.
- Communicate effectively with the multidisciplinary team, service user group, and members of the wider community, ensuring that the professional standards our organisation expects are achieved at all times.
- Demonstrate understanding of the policies and procedures that are in place within Benoni Nursing Home and ensure that personal practice is in accordance to these.
- Demonstrate awareness of Health and Safety and your responsibilities as an employee, reporting concerns promptly to your line manager.
- Demonstrate professionalism, punctuality, and good conduct within your role.
- Undertake training relevant to your role as planned and requested by the management team
- Ensure that Basic Food Hygiene is completed as a minimum level of training within induction and probationary period.
- Work within professional boundaries and your scope of confidence and competence, seeking senior support as required.
- Any other reasonable request given by the Matron or member of the management team.

Requirements

- To have a satisfactory Disclosure and Barring Service (DBS) check
- To have at least two satisfactory references, one from previous employer
- To demonstrate punctuality, ensuring any absence is reported in accordance with the correct procedure requested by Benoni Nursing Home.
- Demonstrate flexibility within working practices, covering duties in accordance with the provision of care for our service users, including weekdays, weekends, and bank holidays.
- Achieve Basic Food Hygiene qualification within 12-week induction period and progress towards a level 2 catering qualification.
- Ensure that mandatory training is attended and completed as requested by the management team.
- Attend appraisals, team meetings, and supervisions as requested by the Matron and management team.
- Demonstrate effective time management within workload.
- Demonstrate an ability to work under your own initiative whilst also being an effective team worker.

This job description is not intended to be exclusive or exhaustive and will be the subject of review on a regular basis.