



Cook

Phase One

Person Specification

Ref: 273

12 Month Fixed Term Contract

This post requires that the post holder has the following skills and experience to fulfil the job description. Please address yourself to the points marked * and explain clearly how your experience and knowledge meets each of these requirements.

Essential Attitude

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| * 1 | A basic understanding of and a commitment to meeting the needs of homeless and vulnerable adults |
| * 2 | Non-judgmental; able to deliver a professional service in a welcoming manner. |
| 3 | Team player and initiative. |

Essential Skills/Ability/Knowledge

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| * 6 | Ability to prepare, cook and serve well balanced nutritious meals to 52 clients taking into account nutritional needs of those who have halal, vegan, gluten free diets. |
| 7 | Good communication skills:
a) Ability to deal assertively and confidently with a wide range of people in a positive, friendly and helpful manner.
b) Ability to develop and maintain good working relationships with staff and residents. |
| * 8 | Knowledge and understanding of relevant Health & Safety requirements of working in a kitchen. |
| * 9 | Ability to check and maintain stocks |
| * 10 | Ability to monitor and direct the work of the Kitchen Porter, adhering to the weekly and monthly checklists. |
| 11 | Able to take direction from hostel staff in the absence of Management. |
| 12 | Ability to work as a supportive and effective team member |
| 13 | Ability to work under pressure within an occasionally stressful environment |
| * 14 | Ability to be self-motivating and organise workload independently |
| * 15 | Good understanding of issues surrounding professional boundaries- presenting a professional service in a welcoming manner. |
| * 16 | A working knowledge of the Safer Food Better Business food management system and able to complete all record logging forms. |

Educational Qualifications

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| * 17 | A current Basic Food Hygiene Certificate |
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Essential Experience

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| 18 | Experience of working with disadvantaged people. |
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- * 19 Experience of managing the Health and Safety requirements and demands of a kitchen.
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Other

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- 20 A commitment to the development and implementation of Equal Opportunity Policies
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- * 21 Ability to ask for support when necessary
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- * 22 Willingness to be supervised
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- 23 Understanding of and commitment to Equal Opportunities
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- * 24 Understanding of issues surrounding confidentiality
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- 25 Willingness to undertake in-service training
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