



National Star

Realising the aspirations
of people with disabilities

JOB DESCRIPTION

Cook

Organisational Responsibilities:

Reports to: Head Chef

Job Overview

To assist the head chef in preparing, cooking, and serving of food to National star students and residents.

Duties and Responsibilities

- To prepare and cook menu items as directed by the head chef or chef and required by the recipe card.
- Responsible for allergens in dishes and completing due diligence for the kitchen which they have prepared or cooked
- Rigorously follow the kitchens cleaning schedule.
Ensure good standards of hygiene and cleanliness are adhered to in line with current legislation and guidance from environmental health and care standards.
- To compile food orders and place in a timely manner.
- Ensuring stock, deliveries and wastage are all checked and in line with food standards
- Participate in special functions/activities which may be outside normal working hours
- Assist in stocktaking when required.
- Be financially aware and gain an understanding of food costings
- Effectively communicate and liaise with other staff working with in the establishment.
- Attend supervision and appraisal as appropriate; also undertake mandatory and role-relevant training.
- To be a team player and mentor and assist others when required.
- Through personal example, and clear action demonstrate commitment to equality and diversity.
- Promote the Health and Safety at Work policy and procedures and ensure these are implemented effectively within the department.
- To act as a positive ambassador for National Star
- Undertake any other duties which may be reasonably requested by the Director of Services, Student catering manager or Head Chef.
- Support the ethos of the organisation and be fit to work with vulnerable adults and children.

Person Specification – Cook

	Essential	Desirable
Previous experience	<ul style="list-style-type: none"> - Experience of food preparation for large or small numbers of people - 2 years' experience in a cook / chef role 	<ul style="list-style-type: none"> - Experience of cooking in a commercial or industrial setting - Experience of creating diverse and specialist diets
Qualifications NVQ Level 2	<ul style="list-style-type: none"> - Basic Food Hygiene Certificate - Able to follow written safety instructions - Good knowledge of Nutrition 	<ul style="list-style-type: none"> - Knowledge of current food related legislation - Understanding of environmental health requirements
Skills	<ul style="list-style-type: none"> - Able to produce high quality, nutritious and attractive food - Attention to detail - Passion for food - Excellent food preparation 	
Personality	<ul style="list-style-type: none"> - Reliable, conscientious, honest and trustworthy - Energetic and enthusiastic about high quality food service - Able to cope under pressure - Good communication skills with staff and students - High team motivation - Able to work under own initiative Team player 	Interested in increasing students/residents' knowledge of food and nutrition
Personal circumstances	<ul style="list-style-type: none"> - Able to work on a shift pattern to suit the requirements of the students/residents 	

A world in which people with disabilities are able to realise their potential as equal and active citizens in control of their lives.

Our Mission

To enable people with disabilities to realise their potential through personalised learning, transition and destination service.

Safeguarding

National Star takes seriously its responsibility for safeguarding and is committed to safeguarding and promoting the welfare of young adults and children and requires that all colleagues share this and act accordingly by applying organisational policy and procedure and attending annual safeguarding training.

Equality & Diversity

Through personal example and clear action demonstrate commitment to equality and diversity ensuring equality of access and treatment in employment and service delivery to all.

Health & Safety

Promote the Health and Safety at Work Policy and Procedure and ensure these are implemented effectively within the department