



## **THE ROYAL SCHOOL WOLVERHAMPTON**

### **Catering Department Job Description**

#### **Job Title: Cook**

Responsible to: Head Cook/Assistant Manager

Start Date: ASAP

Salary: £9.06

Hours: Monday 8am-3pm  
Tuesday 7.30am-3pm  
Wednesday 8am-3pm  
Thursday 8am-3pm  
Friday 11.45am-8pm

Every other Saturday 8am-2pm or 2pm-8pm

37.25 per week Term Time only plus 1 week

Closing date Midday Friday 22nd October 2021

#### **Job Purpose**

The core focus of this job is delivering a financially effective and efficient catering service operating to the highest standards of food safety.

With the emphasis on 'fresh food' this role needs to encourage students to choose healthy food with the aim of increasing the uptake of School meals.

## **Main responsibilities/duties**

To ensure that Staff and Students receive balanced nutritional meals relating to their individual and dietary needs.

To be skilled in food preparation with a sound knowledge of a wide range of dishes and their preparation when cooking for large numbers.

To possess an in-depth knowledge of cooking methods, with specific knowledge of allergens and dietary requirements.

To adhere with the menu choices as agreed with the Catering Manager and any alterations must be agreed.

To maintain all Food Safety records, having a complete understanding of HACCP.

To report to the Catering Manager any hazard or defects to equipment.

To rotate stock and report any shortages or unsuitable produce received.

To check levels of stock to provide an efficient and financially effective service for the pupils and staff.

To ensure, following standardised recipes, that standards are maintained, following direction from the Head Cook.

To ensure that portion control of all food is adhered to at all times, following direction from the Head Cook.

To be responsible for promoting and safeguarding the welfare of the young people that you come into contact with.

To engage with students at service time and ensure high standards of customer care.

To inform, involve and support young people in developing good dietary habits.

To be responsible for promoting and safeguarding the welfare of the young people that you come into contact with.

To adhere to School policies and Health and Safety procedures.

## **Requirements for role**

- 1) City and Guilds 706/1 and 2 or NVQ Level 1 and 2 or equivalent.
- 2) Basic food hygiene certificate
- 3) A good standard of cookery skills
- 4) Ability to maintain a high level of food hygiene, food safety and health and safety standards
- 5) Good customer care skills

- 6) Able to work under pressure
- 7) Ability to be flexible and adaptable working weekends and holidays as required.

Please email your completed application forms to [icallaway@theroyal.school](mailto:icallaway@theroyal.school)

CVS will not be accepted for this role