

Job Description

Job Details:

Job Title:	Nursery Cook
Reports to:	Head Chef
Leadership of:	None

Job Purpose:

The role of the Nursery Cook is to prepare and cook the Company Menu in line with company policy whilst maintaining excellent standards of cleanliness and compliance with the Food Standards Agency.

To achieve 5* Environmental Health Inspections.

Summary of Responsibilities

Food Preparation:

- Following the menu set by the Head Chef, prepare and cook enough age appropriate food for all children on a daily basis with minimal wastage
- Prepare and Cook the following meals daily:
 - Morning Snack
 - Afternoon Snack
 - Tea
- Ensure that the main meal of the day (lunch, which will be prepared, cooked and delivered to the nursery daily) arrives at the nursery at the correct temperature and is safe to serve
- Ensuring a robust procedure is in place for the management of children's allergy and dietary requirements.
- Take responsibility to make sure all dietary requirements are catered for, clearly labelled if there is a dietary requirement and clearly communicated to staff teams every mealtime
- Work in partnership with the nursery team and parents to encourage a healthy and nutritious diet

Kitchen Hygiene:

- Maintaining the highest standards of cleanliness, tidiness and safety within the kitchen
- Ensure food hygiene standards and practices are followed at all times

Events & Education:

- Take a lead role as directed by Nursery Manager, to increase children and parent awareness and education relating to food and nutrition e.g. family food tasting sessions, children's cookery clubs and activities
- Support with activities at the nursery e.g. Open Day's, Summer Fete's, Winter Fairs etc

Health & Safety

- To be responsible for and lead any inspections relating to the kitchen area e.g. Environmental Health
- Remaining aware and observant of all health and safety issues in the kitchen and nursery, where possible reducing the risk of an accident occurring through preventative actions
- Carrying out health and safety checks as outlined within Company Policies and Procedures
- Being aware of the outcome of risk assessments and fully implementing the specified controls
- To make sure you meet the legal and Company requirements for fire, safety, health and hygiene at all times and necessary paperwork is completed

Selection Criteria

Knowledge, Skills & Experience

- Minimum Level 2 food safety qualification (training will be provided)
- Demonstrable experience of managing a kitchen, ideally within a nursery or school environment who caters for children
- A working knowledge of health and safety within a childcare environment, how to risk assess and take action to reduce potential for accidents/injury.
- A detailed understanding of the Safer Food, Better Business procedures and standards

Person Specification

- Effective communication skills are essential, both verbal and written
- Strong organisational are essential, along with the ability to manage own workload with limited supervision
- Ability to cope with change in a fast paced environment
- Ability to work under pressure and with ever changing
- Understand the important of keeping everyone safe and the part you play in this
- Demonstrate a proactive approach, using your initiative and showing resilience to take responsibility for getting tasks done

The duties and responsibilities in this job description are not exhaustive or restrictive, changes and other duties relevant to this post may be added. This job description may be reviewed in the future.