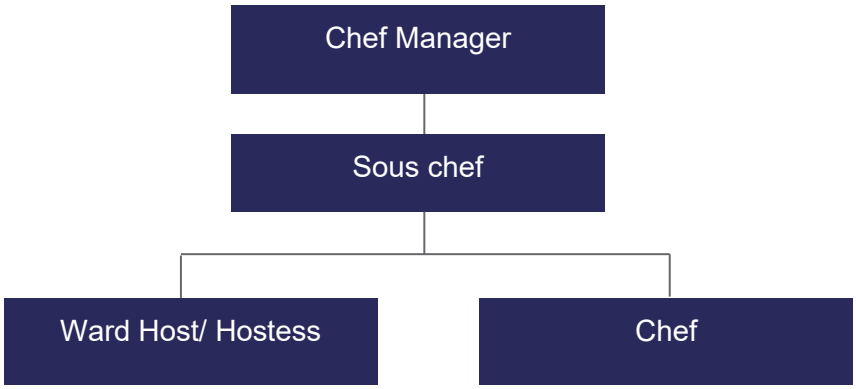
ON-SITE SERVICES

sodexo
QUALITY OF LIFE SERVICES

JOB DESCRIPTION

Position Title	Chef	Department	Catering
Generic Job Title	chef	Segment	Healthcare
Team Band	Frontline Staff	Location	Nuffield Group
Reports to	Sous chef/chef Manager	Office / Unit name	Nuffield Cardiff

ORGANISATION STRUCTURE



Job Purpose

- To work in conjunction with The Manager and sous chef and the ward staff to provide a high quality, helpful and courteous service to patients and staff to include the preparation, service and presentation of breakfast, lunch, dinner and hospitality. To support The Bay if necessary

Accountabilities or "what you have to do"

- To prepare, cook and present food for patients, theatres, staff and consultants covering breakfast, lunch and dinner following the agreed recipes and standards set by Sodexo and Client
- To follow all company and legal food hygiene regulations inline with HACCP
- To follow and comply with all health and safety regulations set by the company and legally required.
- To work in clean, tidy and efficient manner and complete cleaning schedules as stated by Manager
- Ensure that restaurant is always clean and tidy
- Always provide helpful and friendly and welcoming service and environment in staff restaurant.
- To ensure all food goes out to patients at the agreed times.
- To inform the sous chef/manager of any stock items that are running short so they are able to order
- Make sure that requests by patients or staff with special dietary requirements are provided for

STOP HUNGER
A Sodexo Initiative

- To check and co-ordinate with the ward hostess. Orders for breakfast, lunch and dinner.
- To accept deliveries, checking temperature and quality on he shift you are on.
- Check dates on food and dispose off any out off date food.
- Fill in all cleaning and temperature records as required.
- To attend coffee points when necessary
- Ad-hoc duties as and when required

Key Performance Indicators (KPIs) or "What it will look like when you are doing the job well"

- Good results on PSS on a monthly basis
- Increased revenue on staff restaurant
- Client satisfaction
- Safegard audit report green
- Achieve a 5 star food hygiene rating from EHO

Skills, Knowledge and Experience

Essential

- Qualified chef
- Ability to understand detailed instructions
- Ability to understand and adhere to current legislation at all times
- Ability to allocate resources effectively
- Good literacy and numeracy skills
- Ability to motivate team as required
- Good communication skills
- To work well with in team

Desirable

- Food hygiene certificate level 2 or above
- Ability to demonstrate flair within food offer

Contextual or other information

- During the course of his/her duties the post holder may have access to private and confidential information which must not be divulged to any unauthorised person or relative at any time.

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