

Job Description: Chef



Function:	Healthcare
Job:	Chef
Position:	Chef
Job holder:	N/A
Date (in job since):	TBC
Immediate manager (N+1 Job title and name):	Site Manager
Additional reporting line to:	N/A
Position location:	Nuffield Leicester

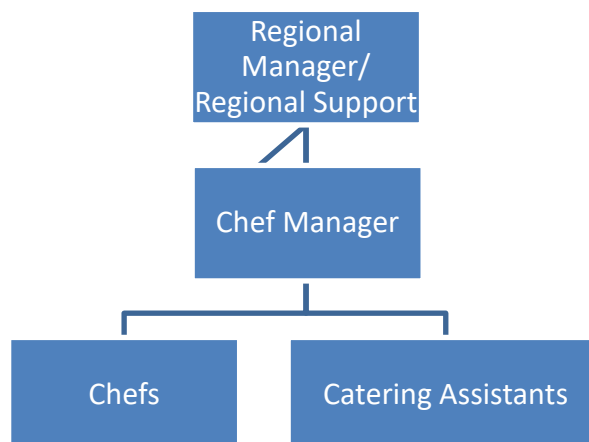
1. Purpose of the Job

To deliver a high-quality service to patients and staff 365 days a year. To ensure food is delivered in a clean safe environment ensuring all areas of safeguard, EHO policies are adread too.

2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department.

Revenue FY13:	€tbc	EBIT growth:	tbc	Growth type:	n/a	Outsourcing rate:	n/a	Region Workforce	tbc
		EBIT margin:	tbc			Outsourcing growth rate:	n/a	HR in Region	tbc
		Net income growth:	tbc						
		Cash conversion:	tbc						
Characteristics ▪ Add point									

3. Organization chart



4. Context and main issues – Describe the most difficult types of problems the jobholder must face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to.

- **Quality:** Sodexo is committed to providing patient customer care of the highest quality and promotes this through the customer care training of their staff.
- **Confidentiality:** While his / her duties, the post holder may have access to confidential information which must not be divulged to any unauthorized person or any relative at any time.
- **Policies and Procedures:** The postholder is required to familiarize and comply with all relevant Sodexo and SCL policies and procedures.
- **Health and Safety:** Ensure that all procedures for security, safety, health, and fire precautions are adhered to in accordance with the Health and Safety Policy. Staff must take care of their own safety and others who may be affected by their actions or omissions. Health and Safety in the workplace is a two-way process. Managers must make sure their employees work in a safe environment and employees have an obligation to report any Health and Safety concerns to management. The workforce must ensure that all equipment or personal protective equipment provided is used in the appropriate manner. They must also report any accidents or near misses to the appropriate manager and must also complete the appropriate Incident / accident report forms.

5. Main assignments

- Follow all company health and safety and food safety training given to you.
- To ensure a prompt delivery of all services in line with the companies and clients standards
- To ensure that methods of preparation and presentation comply with company policy and within budgetary costs.
- To ensure all areas are clean and tidy as far as reasonably practicable but especially at the end of shift.
- Attend work in line with company's person hygiene policy, with a clean intact uniform.
- Comply any reasonable requested by your line manager(s) in the required time frame.
- Complete any reasonable requested by Nuffield in the required time frame.
- To ensure unit stores and other potential areas of loss are always secured according to instructions laid down by management.
- To assist in any special functions that may occur outside working hours.
- To report and customer complaints or compliments and take some remedial action as soon as possible.
- To report any incidents of accident, fire, theft, loss, damage, unfit food, or other irregularities and to take appropriate action.
- To attend meetings and training courses as necessary
- To provide cover during periods of absence and sickness

6. Accountabilities

- Acquire a 5-star EHO audit.
- Acquire a green Quality Assurance audit result.
- Complete tasks in a timely manor

- Have a great attendance and time keeping record.
- Complete all aspects of work given to the required company standard.

7. Person Specification

- Punctual and good attendance
- Williness to learn.
- Good listener
- Ability to follow written or verbal task quickly and efficiently.

8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires

▪ Growth, Client & Customer Satisfaction / Quality of Services provided	▪ Brand Notoriety
▪ Rigorous management of results	▪ Innovation and Change

9. Management Approval – To be completed by document owner

Version	1	Date	18/02/2026
Document Owner	Julie Evans		