

# Role Profile



**St Nicholas Hospice Care** is recognised as a great place to work, to learn and to grow. Where everyone matters, where everyone is encouraged, energised and enabled to play their part in delivering our vision.

<b>Job role</b>	Bank Chef
<b>Reports to</b>	Catering Manager
<b>Location</b>	Whilst your normal place of work is St Nicholas Hospice Care, Hardwick Lane, Bury St Edmunds, you will also be required to work at such other place or locations within the Bury St Edmunds, West Suffolk and Thetford area as we may reasonably determine.
<b>Job Purpose</b>	Responsible for the preparation and cooking of dishes for all type of meals, including special diets, for patients, staff and visitors and to cater for meeting and special Hospice events.

## What the job involves

- As directed by the Catering Manager to prepare meals including special diets for patient's staff and visitors, and for external Hospice sites as required e.g. the Haven Café.
- To ensure the particular dietary requests of patients are met wherever practicable.
- Preparation of lunches/buffets etc., for specific events and meetings.
- To maintain hygiene standards in the food preparation areas adhering to all current food handling regulations and Hospice policies.
- To rotate and restock satellite kitchen and service areas under direction of senior catering staff when normal staff away.
- To ensure the correct and economic use of provisions, cleaning materials and equipment.
- Reporting any mechanical and electrical defects and repair requirements.
- Cleaning of kitchen areas, utensils and equipment
- To ensure the correct method of waste disposal.
- Recording of food temperatures, cleaning schedules as tasks are completed.
- To undertake other duties as may be required

# What we want from you

---

- Good general education
- Chef qualification
- Current knowledge of regulations relating to food hygiene
- Recent experience of working in a catering environment which could be at a basic level
- Catering skills are flexible and can be adapted to meet client needs at short notice.
- Excellent communication skills and able to converse with a wide range of people.
- Able to work with a team of volunteer helpers.
- Able to work as part of a team.
- Able to work to agreed standards in respect of the production and presentation of food.
- Able to contribute to the continual monitoring and setting of quality standards.
- Personable and able to relate to a wide range of people
- Flexible in approach to working patterns and providing cover for team when required

**April 2022**