

Dublin Simon Community: Cook - Riversdale House **(<https://www.activelink.ie/node/107857>)**



About Us

At Dublin Simon Community, we are passionate about making home a reality. Our aim is to empower people to access and retain a home by providing housing, prevention, addiction treatment, emergency response, and other targeted interventions, through advocacy and partnership.

If you share our values and want to make a difference then apply for this role with Dublin Simon Community and join the team!

About the job

Preparation and cooking of nutritionally balanced meals for residents within guidelines of the service manager and chef ensuring compliance with HACCP standards.

Contract type: Full-Time Permanent Contract.

Working hours: 37.5 hours per week, Monday-Sunday availability.

Location: Palmerstown, Lucan Road, Dublin.

Salary: 28,500 progressing to 29,661 after 6 month' probation.

Responsibilities

- Coordinate activities of the kitchen ensuring the team are efficient, comply with all relevant policy & procedure/uniform/safety and hygiene requirements to ensure safe food service delivery.
- Plan a schedule of menus promoting nutrition and choice, then prepare and cook those nutritionally balanced meals daily.
- Ensure individuals on special diets or with specific cultural needs are catered for.
- Complete daily, weekly & periodic checking of operational checklists including cleaning, equipment & safety, supplier, temperature checks etc.
- Order food and other supplies needed to ensure efficient operation in the kitchen within designated budgets
- Ensure stock control of food items and assist in inventories and stock rotation
- Ensure that HACCP processes are applied to all areas and processes in the kitchen/stores/serving areas; are fully understood by the team, and all HACCP records are completed and that the service complies with relevant legislation, regulation and best practice.
- Audit HACCP Records in satellite services completing monitoring reports and complete spot checks.
- Be vigilant about any Food (or general) Health, Safety and Welfare risks in the workplace and bring any concerns to operations manager as appropriate.
- Engage with clients in a professional, supportive and client centred approach and liaise with team to ensure consistent service

Essential for the role:

- A recognised catering qualification.
- Food Safety / HACCP Level 2 / Level 3 Certificate
- 2+ years experience of working as part of a team in a busy kitchen environment
- Experience in service improvement and open to new and different ways of working.
- Possess a high level of attention to detail with strong problem-solving skills
- Experience in service improvement, be a self-starter, hard-working, who is committed with willingness to learn and develop new ways of working/processes of working.
- Good IT skills, in particular an in-depth knowledge of Microsoft Office.
- Good communication skills both written and verbal.

Benefits to working with Dublin Simon Community:

- 25 days of annual leave
- 5% matched contribution to your pension
- Paid Sick Leave Policy
- Paid Maternity Leave Policy
- Bike to Work Scheme
- Commuter Travel Tax Savers Ticket
- 1st-week Comprehensive Training
- Progression Opportunities

Shortlisting will be in progress throughout the period that the vacancy is live, so you may be called for interview and/or the vacancy may be filled before the closing date.

Please note that we reserve the right to offer the position to a successful candidate prior to the deadline of receipt of applications and we advise that you apply early.

If you are unsure of any of the requirements, contact the Recruitment Team on (01) 635 4860 (tel:016354860)

Apply for the position (<https://candidate.hr-manager.net/ApplicationInit.aspx?cid=1543&ProjectId=144346&DepartmentId=18986&MediaId=4620&SkipAdvertisement=true>)

Application due date: 12/05/2024

For queries relating to this position please telephone (01) 635 4860 (tel:016354860)

Region

Dublin

Date Entered/Updated

24th Apr, 2024

Expiry Date

12th May, 2024

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