Job Description

Job Title: Caterer

Responsible to: Home Manager

Job Purpose:

- To assist the Home manager to ensure service users receive a wholesome, appealing, balanced diet at times convenient to them in line with current requirements and legislation.
- To assist the Home Manager to manage the performance of relevant staff team.
- To assist the Home Manager in the management of the catering budget.
- As part of the management team, be responsible for the food hygiene and safety standards in the Home.

Main Duties:

1. Prepare menus which reflect the assessed and recorded needs of individual service users in the Home.
2. Plan menus which offer a varied, appealing, wholesome and nutritious diet to all service users in the Home and ensure menu is changed regularly.
3. Prepare and cook food to meet all legal requirements including HACCP.
4. Produce food that is appetizing, well presented and meets the requirements of individual service users.
5. Ensure the availability of nutritious snacks/food for service users at all times.
6. Manage the ordering, storage, stock control and use of all catering supplies.
7. To provide, if required, liquefied or soft diets in a manner that is attractive and appealing in terms of texture, flavour and appearance.
8. Monitor the quality of catering services.
9. Maintain and manage records.
10. Participate in training and attend meetings as required.
11. Maintain healthy and safe practices in the kitchen and in food storage areas in the Home.
12. Follow Company Policies and Procedures at all times.
13. Undertake other duties that may be required in line with this level of post

Values:

- You should respect and value others in all that you do.