

JOB DESCRIPTION**POST:****KITCHEN DOMESTIC****RESPONSIBLE TO:**Chef (for the service provided)
Matron Manager**Job purpose:**

To actively participate in the delivery of high standards of hygiene and safety under the supervision of the Chef. Contribute to the well being of the residents through membership of the catering team.

Main Responsibilities:

- Undertake all kitchen domestic duties to the highest possible standard.
- Make certain that all rules and regulations for food health and hygiene are adhered to at all times.
- Recognise and report any situation which may affect the quality of the service to the residents.
- Report all accidents and incidents to the chef.
- Contribute toward the induction of new kitchen staff as required.
- Participate in in-house training sessions and attend meetings when required by the Chef and/or Matron Manager.
- Utilise all the resources within the kitchen effectively.
- Ensure Colten Care's good name is upheld at all times.
- Comply with Colten Care's uniform code whilst on duty.
- Respond in a polite and professional manner to the residents at all times and never enter a resident's room without knocking.
- Be aware of the responsibilities for Health & Safety for all staff, residents and visitors, reporting any accidents or potential hazards to the person in charge
- Adhere to all Colten Care's policies & procedures.
- Adhere to the Whistle Blowing Policy.

Extra Duties

- Undertake any other duties or training consistent with the role
- This is not an exhaustive list and may be reviewed at any time to reflect current or changing practices.

PERSON SPECIFICATION

Kitchen Domestic



Criteria	Essential	Desirable
Experience:		
Working in a similar environment		✓
Previous experience		✓
Knowledge/Qualifications:		
NVQ Qualification		✓
Read & Understand English language	✓	
Essential skills		
Effective communicator	✓	
Ability to prioritise & organise	✓	✓
Ability to work on own initiative	✓	✓
Team Worker	✓	
Accuracy	✓	
Essential qualities		
Flexible approach to working	✓	
Supportive of staff	✓	
Reliable & Trustworthy		✓
Understanding of confidentiality	✓	
Professional appearance		✓