



ClwydAlyn

Extra Care

Job Overview

Cook in Charge

- £25,804 per annum pro rata
- 32 hours per week
- Gorwel Newydd, Rhyl

Qualifications: Level 2 Food Hygiene, Allergen Awareness certificate, Catering Qualification, or relevant extensive catering experience.



@ClwydAlyn



Person Specification

Oversee the kitchen operation on a daily basis to include providing nutritious meals for residents, supervising staff, ensuring a well stocked kitchen and complying with all health and hygiene legislation and regulations.

Key responsibilities

- Ensure kitchen staff cover is in place, communicating with the Extra Care Manager in the event of any cover issues. Direct and be responsible for Kitchen Assistants on a daily basis.
- Be sufficiently knowledgeable of food preparation practices to include special diets.
- Ensure food is prepared and ready for service, taking into consideration any special requirements such the need to deliver to resident accommodation when unwell.
- Minimise wastage, by understanding food preferences and dietary requirements amongst residents.
- Ensure that food supplies are received in good condition and stored correctly. Complete all documentation required to meet Safer Food Better Business requirements.
- Implements and adheres to current food regulations specifically relating to their role (allergen laws, acrylamide guidance etc).
- Oversee the cleanliness of the restaurant, work areas and kitchen equipment. Carry out daily checks and inspections, ensuring that defects and broken equipment is immediately reported.
- Place all food orders, ensuring that adequate supplies are in stock. Receive all deliveries, ensure their safe storage, and carry out stock rotation.
- Ensure any staff member working in the kitchen area follows any manufactures instructions when operating and using equipment and chemicals whilst always applying COSHH regulations. Ensure all near misses are reported.
- Use internal systems to ensure all records are maintained in line with Environmental Health requirements.
- Being flexible and responsive to the needs of the service and the residents.

Working for ClwydAlyn

- Providing excellent customer service for both internal and external customers, clients and colleagues.
- Training will be provided to work in line with all health and safety requirements, company procedures and legislation. It is essential to complete any training and development as deemed necessary and compatible with the nature of the post.
- All our teams are expected to work inline with our values and also be responsible for the application of Equality and Diversity practices.
- You may be asked to complete work or tasks reasonable that are outside of your usual work, by your manager, director, executive team or the board, this would be discussed in detail if necessary.
- Barring Service (DBS) check. Staff will need to demonstrate through their DBS check that they have no spent or unspent convictions, cautions, reprimands, or warnings which would impact on their ability to carry out their role.

About ClwydAlyn



ClwydAlyn was formed in 1978 as a non-charitable Registered Social Landlord and now manages over 6,500 homes and employs 760 staff. We deliver a range of housing management related services, which includes care and supported housing, development, and repair and maintenance services across North Wales (Denbighshire, Flintshire, Conwy, Wrexham, Powys, Gwynedd and the Isle of Anglesey).



Our homes and services include social family housing and single person accommodation, supported living accommodation and specialist care and nursing services, low-cost home ownership, leasehold management services and intermediate and market rented housing. The Group's turnover is £64m.

We are an ambitious Housing Association and very driven by our values and mission. We believe that it is wrong that there is still so much inequality and poverty across our region, and we know that this impacts every aspect of people's lives. We took a strong position to end evictions four years ago and we use our money and influence to do all we can to support those experiencing poverty and to champion for change across our country.

Why work for us?

Job Benefits

- Are you looking for an excellent work life balance?
- Would you like 25 days paid holiday (increasing to 30 days), with the opportunity to sell/purchase more annual leave?
- Receive up to 8% employer pension contributions.
- Join a Cycle to Work scheme.
- Receive eye care vouchers.
- Free hot meals provided to staff when working.
- Excellent enhanced maternity package and many other company benefits.



You can apply in a number of ways:

The more traditional approach

Send an up-to-date CV which shows your full career history and a statement explaining why you are interested in this role and the skills and experience you can bring to the role.

Send us a short film

Maximum 3 minutes explaining why you are interested in this role and the skills and experience you can bring with a short accompanying letter/email.

Ffôn/Tel: 0800 1835757
Ebost/Email: help@clwydalyn.co.uk

apply at
clwydalyn.co.uk

This role has been assessed as requiring an Enhanced Level (without barred list) Disclosure and Barring Service (DBS) check. Staff will need to demonstrate through their DBS check that they have no spent or unspent convictions, cautions, reprimands or warnings which would impact on their ability to carry out their role. Any risks identified through the DBS check will be reviewed by the Group and a Risk Assessment undertaken. The outcome of the Risk Assessment may result in job offers being withdrawn or existing staff member's employment being reviewed. Further information is available in the Group's DBS Policy and Procedure which can be requested from the HR Team.