

Shekinah Mission Drop-in Centre for the homeless requires a part-time Cook, 24 hours per week (4 days per week).

Duties will include preparing appropriate and nutritious meals for Drop-in Centre service users (around 40 per day), working within defined budget constraints. The jobholder will also:

- Help to devise new methods of cooking and new menu items.
- Work in accordance with food safety management procedures and food hygiene regulations for small businesses as defined by the 'Safer Foods, Better Business' protocol.
- Work in accordance with the COSHH regulations.
- Manage and oversee kitchen volunteers and others working in the kitchen.
- Measure and assemble ingredients for menu items.
- Maintain accurate food inventories.
- Properly store food items at appropriate temperatures, checking fridges and freezers as appropriate.
- Rotate stock items as per established procedures.
- Restock the kitchen for subsequent shifts.
- Ensure that the food preparation area and kitchen are cleaned and sanitised at the end of each day.
- Provide a dynamic, high quality, responsive, person-centred led service.
- Work flexibly with a range of people.
- Meet service delivery targets and objectives, as agreed with the Drop-in Centre Manager.
- Comply with policies, procedures and other regulatory requirements.

The successful applicant will preferably have 2+ years' experience as a Cook in a comparable environment. They will also be qualified to appropriate Food Hygiene standards, be able to read and follow standard recipes, have a strong knowledge of proper food handling procedures, and be able to work as part of a team in a busy kitchen atmosphere.

ServeSafe Certification preferred.

DBS check needed.

Salary: £12.27 per hour

Hours: 24 hours per week

Work pattern: Mondays to Thursdays 8.00 a.m. to 2.00 p.m.

Location: Stonehouse Creek Community Centre, Plymouth PL1 3SF

To apply, please send a CV and covering statement (no more than 2 sides of A4) telling us why you are interested in this role and how you meet the person specification, along with details of your employment history (explaining any gaps) to:

[Peter.woad@shekinah.co.uk](mailto:Peter.woad@shekinah.co.uk)

Please note that Shekinah is committed to safeguarding and operates safer recruitment procedures.

Closing date: Friday 25<sup>th</sup> April.