

Lagore Road Community Childcare: Cook (Part Time) **(<https://www.activelink.ie/node/112560>)**



Cook required: Part- Time

Job Summary:

Reporting to the Manager of Lagore Road Community Childcare Centre, the Cook will be responsible for menu planning, ordering of food and supplies and daily preparation of nutritious meals and snacks served to the children ages 6 months to 13 years. The work of the Cook will be conducted in strict compliance with the regulations of The Food Safety Authority of Ireland and all other applicable legislation. The Cook will work in consultation with the Childcare Manager and his/her team to ensure the smooth operation of the kitchen.

Position Information:

Job Title: Cook

Employer: First steps, Lagore road Community Childcare CLG

Location: Lagore Road, Dunshaughlin, Co. Meath

Reporting to: The Manager of Lagore Road Community Childcare

Contract: Permanent – part-time: 25 Hours per Week

Duties & Responsibilities:

Kitchen

- Advance planning of menus and snacks; posting of menus for parents and staff
- Prepare and serve hot meal and snacks for children in the centre
- Conduct housekeeping tasks necessary to maintain the kitchen in an organised, clean, safe, and hygienic condition at all times.
- Follow HACCP Safe Catering Guide and procedures.
- Document & complete the relevant records according to the Safe Catering Guide.
- Deliver and collect lunch/snack trays
- Complete clean up after each meal (i.e. dishes, countertops, etc.)
- Meet with the Health Inspector as required to ensure kitchen and practices are in compliance with legislation standards
- Regular inventory of kitchen equipment and supplies.

Ordering/Purchasing

- Purchase all food in order to implement the planned menus
- Purchase all household supplies for the kitchen
- Unpacking and checking of orders
- Follow established procedures regarding forwarding of all receipts related to purchases.

Other

- Attend staff/program meetings/training as required
- Attend professional development and other relevant training opportunities when available, e.g. in order to remain current with respect to regulations on proper food handling, etc.
- Other duties; participation in special events as assigned by the Childcare Manager

- Assists the Childcare Manager in maintaining a safe and healthy work environment by promptly reporting any existing and/or potential workplace hazards.

Essential Knowledge, Skills and Experience Required:

- Suitable candidates must hold or be in the process of getting a Certificate in Food Hygiene /HACCP for Food Handlers.
- Qualified professional with kitchen experience
- Excellent oral & written communication skills- fluency in English is essential.

What we Offer

- On site car park
- Further your Education- Company Education Bursary Fund.
- Opportunities for promotion and career progression in a strong & growing organisation,
- HSF Health Plan
- Sick Pay & Maternity Leave
- Employee assistance & wellbeing program.
- Continuous professional Development- In service Training Days
- Bike to work/ Travel Saver Scheme incentive programs.

Applicants wishing to apply for the above post should send a cover letter and a CV to:

First Steps,
Lagore Road Community Childcare,
Lagore Road,
Dunshaughlin,
Co. Meath,

Or email: jobs@crannsupportgroup.ie (mailto:jobs@crannsupportgroup.ie)

Closing date for applicants: **5 pm, Mon, 16th December, 2024**

**Candidates under consideration for the role, will be subject to Garda vetting and undergo 2 reference checks before commencing employment.

Region

Dunshaughlin, Co Meath

Date Entered/Updated

5th Dec, 2024

Expiry Date

16th Dec, 2024

Source URL: <https://www.activelink.ie/vacancies/children-youth/112560-lagore-road-community-childcare-cook-part-time>