

ASSISTANT COOK

JOB DESCRIPTION



KEY ACCOUNTABILITIES

- He is responsible for the immediate working area and/or as the Executive Chef delegates.

REPORTS TO

- The Assistant Cook reports directly to the First Cook. The entire Galley Staff is subordinate to the Executive Chef and ultimately to the Hotel Manager.

SUBORDINATE PERSONNEL

- None

AREAS OF RESPONSIBILITY

- He assists during the preparation, cooking and presentation of food for officers, crew and staff to the agreed and established standards, and to the satisfaction of the officers, crew and staff.
- He assists the Executive Chef, First and Second Cooks in the preparation and presentation of all pax food.
- He prepares and cooks food to the highest standards to ascertain an efficient Food Service
- He ensures that all food items prepared and served are according to established standards and practices.
- He is anxious to minimize spoilages and utilize food surpluses
- He recommends changes in the Crew Menu to the Executive Chef
- He is aware of all fire, safety and emergency procedures
- He is available to work overtime if requested o He takes part in storage whenever requested
- Cleaning, peeling, cutting of all food items according to the company's standard and assuring efficient food service.
- Cleaning and Maintenance
- He is responsible for the proper cleaning and sanitary matters of his working area and/or as delegated by the Executive Chef.
- He handles all working material and equipment correctly and keeps it well cleaned.
- He reports all necessary repairs to his Superior.
- He is familiar with proper sanitation procedures and follows D.S. Public Health requirements.
- As our Company grows, so will our need for loyal, skilled management. Therefore our Galley personnel have every opportunity of promotion to higher positions.

APPEARANCE/PERSONAL HYGIENE

- The appearance of the entire personnel on board the ship reflects the reputation and image of the Company; therefore a great deal of emphasis is placed on a professional appearance.
- The Company expects you to maintain the highest standard of personal appearance and hygiene at all times.
- If in passenger areas full uniform is to be worn: hat, scarf, jacket, name tag, pants and proper shoes.
- Have a clean neat personal appearance.
- Special attention to grooming, hygiene care and clean and proper uniforms and shoes.
- Hair must be well groomed, neat and not extend over the shirt collar and always be kept clean.
- A moustache is acceptable if kept neatly trimmed.
- Big earrings and big necklaces are not to be worn on duty and more than one moderate size ring is not acceptable.
- Smoking is not permitted while on duty.