



# Cook

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## Qualification and requirements of a cook

- Dundas Manor requires that all cooks in our home have either:
  - chef training or culinary management certificate or diploma from a program that meets the requirements of the OLTCH Act
  - certificate of qualification as a cook issued by an authority meeting the requirements of the OLTCH Act
  - post-secondary diploma in food and nutrition management or a post-secondary degree in food and nutrition
- Cooks must have knowledge of special diets and therapeutic diets, including texture modifications.
- Cooks must possess intermediate math skills required to interpret measurements and conversions.
- Cooks must have knowledge of safe work practices.

## We hire cooks with great personal attributes such as:

- Respectful
- Capable
- Organized
- Professional
- Confident
- Trustworthy
- Flexible
- Reliable

## What are the major duties of a cook at Dundas Manor?

Cooks are to complete tasks according to the job description. They are to preparing meals and nourishments following therapeutic requirements and ensure meals are served on time. Cooks are responsible for reporting to their direct supervisor which is the Nutritional Services Manager. Cooks do work collaboratively with the care team including the Dietary Aide's but must be able to work with minimum supervision.

### Specific Duties include but are not limited to:

- Determine amount and type of food supplies need to meet daily menu requirements, to seek approval from supervisor for all substitutions



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- Ensure the appropriate timing and thawing method for thawing frozen food items from the freezer for future preparation as assigned
- Practice quality assurance by adhering to safe food handling practices
- Plan food production and determines cooking time to coordinate with meal serving times to maintain acceptable holding patterns that avoid incidence of food contamination ensuring high quality of product
- Ensure food items are attractive and appetizing
- Take and record all temperatures of hot food at scheduled times, take corrective actions if item is below acceptable level
- Serve residents from the steam table ensuring correct portions as per production sheet
- Use protective equipment and devices as provided
- Assist in maintaining cleanliness of the department and all of the work equipment, follows the care instructions of specific equipment
- Report any hazardous conditions to supervisor, this includes reporting any missing equipment or defective/equipment malfunctions