AT01800
HEAD COOK

Level 3

Reports to (Hierarchical)
HR Manager

Reports to (Functional)
HR Manager

Job Family
HR & FIN

Main Purpose
Supervising and planning the preparation of meals for patients and MSF staff, according to **MSF** protocols, hygiene standards and security rules, in order to ensure their nutritional needs

Accountabilities
- Supervising the preparation of meals for patients and staff, ensuring that meals are served on time and hygiene standards and security rules are followed at all times
- Supervising and monitoring the quality of work of his team, checking that the instructions and guidelines are sys-tematically followed and applied and that the tasks are completed on time
- Ensuring an efficient management of food stock, making sure that shopping lists, orders and purchases are made on time
- Being responsible for the utensils and equipment placed at the disposal of the cooks, carrying out and keeping an inventory, ensuring its integrity and ensuring its replacement when needed
- Ensuring the cleanliness of all facilities, utensils and equipment
- Performing hands on tasks as part of the team

Education
- Basic education
- Literacy

Experience

- Minimum of two years experience as a cook

Languages

- Ability to communicate in mission language

Competencies

- Results and Quality Orientation *L1*
- Teamwork and Cooperation *L1*
- Behavioural Flexibility *L1*
- Commitment to MSF Principles *L1*
- Stress Management *L2*

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