AB02000
COOK

Level 2

Reports to (Hierarchical)
Administration Manager/ Activity Supervisor

Reports to (Functional)
Administration Manager/ Activity Supervisor

Job Family
HR & FIN

Main Purpose
Prepare meals for patients and **MSF** staff, according to hygiene standards and security rules, in order to ensure their nutritional needs.

Accountabilities
- List item
- Carry out the preparation of meals for staff
- Follow at all times all hygiene standards and security rules.
- Control stock of food so as to ask for anything needed on time, and prepare shopping list and make purchases if required.
- Ensure meals to be served on time.
- If applicable set table before every meal and clean it up after each meal.
- Ensure cleanliness of all facilities, utensils and equipment.
- If domestic cook, ensure the provision of drinkable water during the day and when she / he leaves: cleaning, filling the filter and empty bottles, changing batteries if necessary.
- Look after all equipment provided.
- Keep an inventory of **MSF** kitchen utensils and equipment, i.e. plates, glasses, cutlery, cookware, etc., and ensure its integrity.
- Report all important information (lost, robbery, damages, deterioration, incident, etc.).to superior

Education
Literacy essential, course on cooking desirable.

Experience

Previous experience desirable.

Language Level Description
A2 Basic User
Waystage or elementary

- Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment).
- Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters.
- Can describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.

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