



FOOD SERVICES COOK: RESIDENCES CATERING (Payclass 4)

Student Housing & Residence Life **Department of Student Affairs**

We invite applications from dynamic, motivated, organized and student-centered candidates for the above post who will work well within an empowering environment, for appointment as soon as possible.

Student Housing & Residence Life is a division of the Department of Student Affairs and primarily offers a living and learning experience to students in residences during the academic period. Part of this experience involves providing catering in 1st tier residences, and a few 2nd tier residences. The catering services operate for 7 days. During vacation period, a catering service is offered to guests and students. UCT Catering is a seven day week operation.

Requirements include:

- Grade 12 with a basics cooks qualification (NQF 3) or 3 years' hospitality cooks experience.
- Experience in a cooks' role within a mass catering contract / unit
- Speak & understand English
- Read & write in English
- Numeracy (ability to count and cost menu's)
- To work flexible working hours including, shifts, weekends, public holidays and during the vacation accommodation program
- Client, service & people orientation

Advantageous

- Experience in a broad-based mass Tertiary catering environment
- Basic computer literacy- MS Word, MS Excel & Outlook

Responsibilities include:

- Daily food preparation for UCT students, staff and UCT guests
- Stock control and production management
- Stakeholder engagement and customer satisfaction
- Health and safety
- Issuing stock daily
- Menu planning, costing and menu compilations

The annual cost of employment, including benefits, is between R156 816 and R184 490.

To apply, please e-mail the documents listed below in a **pdf file** to Ms Monavin Phillips at fscook@vula.uct.ac.za

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Letter of motivation, and
- Curriculum Vitae (CV)

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete. Only shortlisted candidates will be contacted and will be required to undergo competency.

Telephone: 021 650 1054

Website: www.uct.ac.za

Reference number: E80604

Closing date: 15 June 2018

UCT is committed to the pursuit of excellence, diversity and redress in achieving its equity targets. Our Employment Equity Policy is available at www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf

The University reserves the right not to appoint.