



PRISON COOK (Fixed-Term to 31 March 2019)

The St Helena Police Directorate has a vacancy for a Cook to work within the St Helena HM Prison. The successful applicant will be responsible for menu planning and the preparation of nutritious balanced meals for prisoners.

The main duties of the post include:

- Responsible for creating and planning menus that are varied, nutritionally balanced and appetising. Cook quality meals and bakes that take advantage of foods in season and local availability, as well as show an understanding of dietary needs, within the required budget.
- To work alongside prisoners assigned to kitchen duties.
- To be proactive in anticipating and identifying stock issues and responsible for preparing good orders within budget to ensure adequate supplies of stores are available at all times to meet the dietary requirements of prisoners for meal planning.

Applicants should ideally be able to demonstrate the following:

- Functional Skills Level 1 in Numeracy and Literacy (equivalent to GCSE Grade D-G)
- Food Safety Level 3
- At least 3 years' experience in cooking for multiple people
- Have good stock control skills
- Be 18 years of age or over

The salary for the post is at Grade B Entry Level commencing at £6,722 per annum.

For further details regarding other duties of the post interested persons can contact Linda Fuller (Deputy Prison Manager) on telephone number 22541 or e-mail linda.fuller@sainthelena.gov.sh

Application packs are available from Corporate Human Resources and should be completed and submitted through Directors where applicable to Clare O'Dean, Human Resources Officer, The Castle or email clare.odean@sainthelena.gov.sh by no later than 4pm on Monday 21st January 2019.

**If you are looking for a rewarding but challenging career
come and join us in the Police Directorate.**

All appointments are subject to the successful candidate providing satisfactory clearances, including a medical check and vetting/DBS clearance. SHG reserves the right to have information provided on the application form independently verified.

SHG positively accepts applications from all members of the community regardless of race, gender, disability, age, sexual orientation, religion or belief, and will consider all applications on the basis of merit, in accordance with the person specification. All disabled applicants meeting the minimum criteria listed in the job profile will be guaranteed an interview.

Michael Miskell
Acting Director of Policing
7th January 2019