

## Position Description, Inherent Requirements of Position – Chef

### Frequency and Duration of Essential Tasks

The chef/cook is responsible for the preparation, cooking and serving of food. All staff report to the Head Chef and each shift may be responsible for preparing, cooking and serving of different food/meals dependent on roster and business requirements

Frequency and Duration of Essential Tasks	Frequency	Duration
Food Services Preparation	Preparation of Meals: Throughout the shift there will be preparation and cooking of breakfast, lunch and dinner. Not all chefs/cooks will cover all three meals as this is dependent on the roster. This preparation will involve chopping, slicing and mixing of ingredients using the appropriate crockery	Food Service Preparation tasks may require 90% of shift
Food Service	Following this the Chef/Cook will transport food on trolleys to the line for service. During this time batch cooking continues to feed the service line. If working on the line, the Chef/Cook is required to stand aside a conveyer and plate up hot food and place food onto the food tray	Food service takes between may require 50%
Administration	Completion of a small amount of clerical work	Up to 15% of the shift
Head Chef	The ability to undertake administrative tasks in line with the management duties of the team. This can include extensive keyboard and computer work, writing, extensive telephone use, participating in meetings and working groups.	Up to 40% of the shift

*Chef are required to regularly rotate between all outlined tasks in line with food service schedules. As such, a high degree of task rotation and adaptability is associated with this role.*

### Environmental and Organisational Factors

Condition	Description
Heat	Chef generally complete their duties in a climate controlled indoor environment however some areas are hot for example ovens etc .
Cold	Chef generally complete their duties in a climate controlled indoor environment however some areas are cold for example fridge/freezers etc
Noise	Chef may be exposed to low level noise from their working environment including equipment and at times may be involved in interactions with residents of a heightened state and loud nature.
PPE	Chef are required to wear a uniform including non-slip, closed toe shoes, short sleeves and as required gloves. Chef are required to have their hair tied back at all times. Chef are required to follow infection control and food safety procedures including the use of a hair net, face mask, apron, gloves, goggles and shoe protectors, as required.
Shift Cycle	Epworth's facilities operate 24 hours a day/7 days a week and you are expected to be available and able to work on a rotating roster across all shifts and shift patterns, including night shifts. Although there may be times when you work to a particular pattern of days and times, please note Epworth may still require you to change your shifts in line with notice periods under your employment agreement to meet operational needs.

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Physical Demands	Rare	Occasional	Frequent	Constant	Cognitive and Psychosocial Demands	Low	Medium	High
Frequency and Duration of Essential Tasks	0 – 5% of total work time	6-33% of total work time	34-66% of total work time	67-100% of total work time				
Sitting	✓				Attention		✓	
Standing				✓	Concentration		✓	
Walking				✓	Memory		✓	
Step up / step down		✓			Interaction with others		✓	
Looking Up and Down			✓		Communication – written	✓		
Forward Bending			✓		Communication - verbal		✓	
Turning and Twisting			✓		Problem solving		✓	
Crouching and Squatting		✓			Decision making		✓	
Kneeling and Crawling		✓			Planning/sequencing		✓	
Reaching above shoulder			✓		Reasoning/judgement		✓	
Reaching forward				✓				
Gripping (Hand)				✓				
Fine Motor Movements (Hand)				✓				
Lifting floor-waist			✓					
Lifting overhead		✓						
Carrying			✓					
Pushing and pulling upper limb			✓					
Pushing lower limb		✓						