

Job Description

Job Title: Host

Hours: TBC

Reporting to: Hospitality Services Manager

Base: Care Home based

Job Purpose

To be part of an inspirational and pioneering team establishing our care home business and delivering our vision to *“create a world where everyone feels special”*.

Responsible for: -	Person Specification
1. Support the Hospitality Service Manager and the Head Chef manage and deliver all catering services throughout the home, ensuring that resident choice, dignity, confidentiality, and safety are maintained. 2. Prepare nutritional food and beverages to a high standard, as directed by the Head Chef, promptly and in accordance with agreed mealtimes. 3. Deliver prepared food from the kitchen to the dining room or appropriate area and serve meals to residents in a pleasant and friendly manner. 4. Maintain a high standard of hygiene and cleanliness in the kitchens, dining rooms, pantries and food storage areas at all times in accordance with the appropriate food hygiene regulations. 5. Clean the dining room following meals and ensure washing up and polishing of all cutlery, crockery and utensils. Ensuring table linen is delivered to laundry. Maintaining a clean and tidy working environment at all times. 6. Reset tables, tidy work areas and prepare the food service areas for the next service. 7. Maintain full awareness of menu content, allergens, service procedures and any other relevant information. 8. Provide feedback promptly to the Head of Hospitality and Head Chef about complaints and compliments from residents and visitors on the food and service in the home.	Skills and Knowledge • A least one years' experience in a catering environment. • Ability to communicate and manage interpersonal relationships. • Able to take direction from a number of chefs and management. Behaviour • A friendly and cheerful disposition • Team player, decisive, self-motivated, proactive, flexible, and adaptable

9. Advise the Hospitality Service Manager, Kitchen and Care Team concerning any changes in a resident's dietary habits, in particular reporting and noting any instances where a resident refuses food.
10. Support cost-effective stock control systems to minimise waste
11. Participate in events held at the Principle Care home.
12. Comply at all times with the required standards and operating procedures.
13. Attend initial and update mandatory training as required. Actively engage in personal professional supervision including quarterly one-to-one meetings and a yearly performance review, ensuring personal professional knowledge and competency is maintained.
14. Work flexibly within contracted hours to ensure resources are used efficiently, covering alternate weekends to ensure fairness to the team and, where chosen, sign an opt-out clause under Working Time Directives.
15. A staff uniform policy should be adhered to at all times.

Health and Safety

1. The post-holder will maintain their personal responsibilities under Health and Safety at Work Regulations, and compliance with the company Health and Safety Policy, ensuring safe working practices and the recommended storage of equipment, including but not exclusive to:
Control of Substances Hazardous to Health, Electricity at Work Lift & Lifting Equipment
Manual/Object Handling
Gas Installation & Use
Provision and Use of Work Equipment
Fire Precautions
Personal Protective Equipment
Legionella/Water Treatment
Waste Management
Reporting of Injuries, Diseases & Dangerous Occurrences Regulations.
2. Appraise and assess measures used to prevent infection control hazards, considering the individual nursing, social, physical, and psychological needs of the resident.

3. Follow and report all concerns and incidents in line with the company incident reporting and whistleblowing procedure, including safeguarding adult's procedures.	
This job description is not prescriptive; it merely outlines the primary aims and tasks and responsibilities which may evolve and change over time. Any changes will be made in consultation with the job holder and in agreement with the Senior Management Team.	