

NOTICE OF VACANT POSITION

CANTEEN COOK [CONTRACT]

Applications are invited from suitably qualified and experienced personnel to fill the above-mentioned position. The incumbent will report to the Human Resources and Administration Officer and will be based at Head Office

Qualifications and Experience

- 'O' Levels.
- Certificate in Cookery/Culinary or equivalent.
- At least 1 year experience

Core Competencies

- Excellent time management skills.
- Ability to work well under pressure.
- Ability to multi-task.
- Excellent understanding of cleanliness.

Summary of Duties

- Receives menu instruction and demonstration from the Canteen Supervisor.
- Sets up the kitchen with all ingredients and cooking equipment.
- Prepares ingredients to use in cooking.
- Prepares and serves food.
- Set eating tables as per instruction depending on the occasion.
- Washes and packs kitchen cutlery.
- Keeps a sanitized and orderly environment in the kitchen.
- Reports any faults and broken items in the kitchen.
- Any other work related duties as assigned by the superior.

Applications in own writing accompanied by a **copy** of a detailed **Curriculum Vitae** and **certified copies of qualifications** should be addressed to:-

The Human Resources and Administration Officer
Grain Marketing Board
Dura Building, 179-187 S. Machel Avenue
P.O Box CY77
HARARE

Or email: recruitment@gmbdura.co.zw

Not later than 8 June 2022

Please note that only shortlisted candidates will be contacted.