



Employer: The Mendicity Institution

The Mendicity Institution is the oldest working charity in Dublin. Established in 1818, it has been in operation for 200 years creating opportunities for people experiencing homelessness, isolation and marginalization.

We help people empower themselves so they can work their way out of homelessness. We are inclusive, we are innovative and we provide quality service to all people who come to us.

In 2020 The Mendicity served nearly 40,000 meals and offered assistance to more than 200 service users through Polish, Russian, Lithuanian, Romanian along with English.

We are looking to recruit a Cook / General Kitchen Operative

Title of Job: General Kichen Operative

Purpose of Job: To prepare, cook and serve meals at a busy food centre

Location The Mendicity Institution
9 Island Street
Dublin 8

The ideal person:

1. Will have a relevant qualification along with a minimum of 1 years experience in a professional kitchen.
2. Have strong communication skills
3. Knowledge of food hygiene legislation (Regulation 852/2004/EC)
4. Ability to work alone and on own initiative and to work as part of a team
5. HACCP and manual handling an advantage

Main responsibilities :

- Prepare, cook and serve 3 daily meals
- Plan and order stock to ensure minimal waste
- Uphold standards of safety and hygiene at the Mendicity

Documentation and reporting

- Ensure that records are kept and prepare reports as requested
- Ensure the all accidents/ grievances are recorded and reported



Evacuation & Emergency Procedures

- Be fully familiar with the health and safety policies and procedures and ensure that the appropriate procedures are applied in the event of an emergency or incident
- Participate in all fire evacuation drills
- Ensure the appropriate emergency services are contacted and liaise with them on arrival.

Assigned duties / training:

- Attend all training courses that are necessary in the line of duty
- Carry out any additional duties that may be assigned from time to time.

Contract terms and duration:

This is a part time position (19.5 hours) within a seven day rota.

Normal service hours 9.30 – 5.30 Monday to Friday and 9.30 – 3.30 Saturday, Sunday and Public Holidays. This position is subject to Garda Vetting. This position is subject to funding.

Duration: 12 months fixed term
(Probationary period 3 months)

Further information is available by contacting Louisa Santoro at 085 2527811 louisa@mendicity.org and at www.mendicity.org