



JOB DESCRIPTION – COOK

1. Reporting and Backup Arrangements

1. The Cook reports to the Master and Chief Officer.
2. The Master will approve a suitable backup arrangement for periods of absence.

2. Responsibilities

1. Menu planning and proper preparation of the meals considering health requirements;
2. Strict compliance with sanitary and hygiene requirements, including specific Port State regulations where applicable.
3. Ensuring proper maintenance and cleanliness of mess rooms, galley, pantry, food lockers and all galley equipment, cutlery and utensils.
4. Stock management for provisions, utility stores and linen including
 - a. Preparation of regular inventories,
 - b. Timely drafting of requisitions for the Master's approval,
 - c. Verification of the quantity and quality of stores and provisions supplies and
 - d. Proper storage ensuring that the quality of provisions and stores is duly preserved.
5. Controlling of the consumption of provisions and stores to prevent unnecessary waste.
6. Supervising of other catering and accommodation utility personnel.
7. Strict adherence to the vessel's Garbage Management Plan.
8. Assisting with port / cargo / security / safety watches as instructed by the Chief Officer.
9. Complying with safety, security, drug and alcohol and environment protection procedures.
10. Preparing himself to carry out his emergency response duties as assigned through the Muster List.
11. Co-operate with other crewmembers in creating a safe, efficient and healthy working environment.

For Environmental Management System (EMS) responsibilities:

1. Working in line with EMS Policy and processes.
2. Contributing to the implementation of the Planning Actions related to their Department's activities.
3. Reporting any environmentally related near misses, incidents, accidents, etc., to their superiors.

3. Job Entry Requirements

1. Certified qualifications:
 - a. Ship's Cook Certificate (as required by Flag State) and all additional training and certificates required by STCW, Flag State and company for the type, size and trade of the vessel
2. Special pre-entry competency requirements:
 - a. Acceptable experience as ship's cook
 - b. Good command of the English language