

Department: Extra Care

Job Overview

Cook in Charge

Permanent

- Pay: £25,804 per annum – pro rata
- Located: Rhyl, Gorwel Newydd
- Hours: 32 hours a week

An enhanced DBS is required for this role. ClwydAlyn will pay for this.



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| Department: | Extra Care |
| Salary | £25,804 per annum – pro rata |
| Location: | Rhyl, Gorwel Newydd |
| Hours: | 32 hours a week |
| Job purpose: | Oversee the kitchen operation on a daily basis to include providing nutritious meals for residents, supervising staff, ensuring a well stocked kitchen and complying with all health and hygiene legislation and regulations. |
| Qualifications: | Level 2 Food Hygiene, Allergen Awareness certificate, Catering Qualification, or relevant extensive catering experience. |

Is this role right for you?

This role is ideal for someone who is passionate about food, organised, and committed to providing excellent service in a care setting. To thrive in this position, you should possess the following qualities:

- **Strong Leadership & Teamwork** – You'll be supervising staff daily, ensuring a well-run kitchen and maintaining a positive team environment.
- **Attention to Detail** – Ensuring compliance with food hygiene regulations, allergen awareness, and proper food storage is critical.
- **Compassion & Understanding** – You'll be preparing meals that meet the nutritional and dietary needs of residents, some of whom may have special requirements.
- **Problem-Solving Skills** – The ability to manage stock, minimise waste, and adapt to the needs of the residents will be key.
- **Reliability & Responsibility** – This role requires someone who can take charge of kitchen operations, maintain cleanliness, and ensure health and safety standards are met.

If you enjoy working in a fast-paced, rewarding environment where you can make a direct impact on residents' well-being, this could be the perfect role for you!



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Key Responsibilities and Core Roles

Ensure kitchen staff cover is in place, communicating with the Extra Care Manager in the event of any cover issues. Direct and be responsible for Kitchen Assistants on a daily basis.

Be sufficiently knowledgeable of food preparation practices to include special diets.

Ensure food is prepared and ready for service, taking into consideration any special requirements such the need to deliver to resident accommodation when unwell.

Minimise wastage, by understanding food preferences and dietary requirements amongst residents.

Ensure that food supplies are received in good condition and stored correctly. Complete all documentation required to meet Safer Food Better Business requirements.

Implements and adheres to current food regulations specifically relating to their role (allergen laws, acrylamide guidance etc)

Oversee the cleanliness of the restaurant, work areas and kitchen equipment. Carry out daily checks and inspections, ensuring that defects and broken equipment is immediately reported.

Place all food orders, ensuring that adequate supplies are in stock. Receive all deliveries, ensure their safe storage, and carry out stock rotation.



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Gorwel Newydd - Extra Care

Gorwel Newydd is a modern Extra Care housing scheme in Rhyl, designed to provide high-quality accommodation and support for older individuals who want to live independently while having access to care when needed.

Why Work at Gorwel Newydd?

For job seekers, working at Gorwel Newydd offers an opportunity to make a meaningful impact on residents' lives. Whether in catering, care, or management, staff become part of a team that provides vital services in a supportive, friendly environment. Employees enjoy a rewarding career, opportunities for training and progression, and the chance to be part of a caring community.



Health benefits

We offer a range of health related benefits including a Cycle to Work scheme, Eye Care scheme and Health Care Cash Plan.

We also offer a free and confidential counselling service to all staff.



Annual Leave

We offer 25 days plus bank holidays increasing to 30 days after 5 years' service.

Additional flexibility to buy and sell up to 5 days annual leave (pro rata).



Enhanced sickness pay

Enhanced sickness pay after 1 years service rising to a maximum of 3 months full pay, 3 months half pay.

In serious and life threatening situations we agree support on an individual basis.



Dedicated Wellbeing Support

We know that fostering high levels of wellbeing is good for people, the organisation and the communities we work within. We are committed to creating positive, flexible working environments where individuals and communities can thrive.

We have a dedicated Workplace Wellbeing Team and we provide a wide range of support and wellbeing-related benefits to support good mental, physical and social wellbeing.



Families are important

We offer 4 months full pay and 5 months half pay when on Maternity, Adoption or Shared Parental Leave.

We also offer an agile and flexible working environment to support families and carers.



Pension

Defined Contribution pension scheme with matched contributions (up to 8%) and death in service benefit 3 times your salary.



Financial wellbeing and support

We offer a range of support including access to savings and loans through a credit union, access to support from our in-house Welfare & Money Advice Team and access to a free lunch for all staff.



Learning & Development

Investing in the personal development of staff to reach their potential is our priority.

Through formal training, on the job learning, coaching and mentoring, we provide a learning environment that is supportive for each person to build skills that will help them be great in their job today but also enable them to grow a career with us for the future.