

The Health Services Authority (HSA) is responsible for the provision and administration of primary and secondary levels of healthcare services and public health functions for residents of the three Cayman Islands through a 124-bed hospital on Grand Cayman, a 18-bed hospital in Cayman Brac, satellite outpatient clinic in Little Cayman and four District Health Centers on Grand Cayman offering the most comprehensive range of inpatient and outpatient services in a single health system in the Cayman Islands.

We invite applications for the following positions:

FOOD SERVICE WORKER

Salary range: CI\$22,322 - CI\$25,151 per annum

The successful candidate ensures that patients receive meals specific to their dietary needs and requirements as recommended by the Nurses and Dietitians.

Responsibilities: The post holder liaises with patients, cooks, nurses, and dietitians to ensure that patients receive correct dietary requirements. Assist with preparation and delivery of food to patients. Wash dishes, clean work area, tables and all other equipment in accordance with department policies and procedures.

Qualifications & Experience: The post holder must possess a High School Diploma or equivalent. Minimum of 2 years' experience in food service environment and must possess a valid food safety certificate. Must be able to work evenings, weekends and holidays and have exceptional customer service skills.

A remuneration and benefits package, commensurate with experience and qualifications will be offered to the successful candidate.

NOTE: Incomplete applications will not be considered. All applicants must complete and submit a HSA Application Form, and resume via e-mail to hsa.jobs@hsa.ky using pdf format. Log on to our website at www.hsa.ky to access Application Form and Job Description.

COVID-19 vaccine is required for employment at the HSA.

Deadline for post: November 28th, 2021

Job Description

Job title	<i>Foodservice Worker</i>	Job Holder	
Reports to	<i>Dietary Manager</i>	Section	<i>Dietary Department</i>

Background Information

The Cayman Islands Health Services Authority (“HSA”) provides and administers health care services and public health functions for residents of the Cayman Islands in accordance with the National Strategic Plan for Health.

Services are delivered primarily through the 124-beds at the Cayman Islands Hospital (the country’s principal health care facility), and the 18-beds at the Faith Hospital on Cayman Brac. Ancillary services are offered at district health centres, and clinics for dental and ophthalmologic care. Residents of Little Cayman can access care through the island’s clinic, which is a purpose-built facility.

This position plays a key role in ensuring that all patients at the organization receives meals specific to their dietary needs and requirements.

Job purpose

The purpose of a Foodservice worker is to ensure that patients receive meals specific to their dietary needs and requirements as recommended by the Doctors and Dietitians.

Dimensions

- Post holder has no budgetary responsibility
- Post holder has no supervisory responsibility
- Foodservice workers interact with between 35 – 50 patient daily
- Foodservice workers serve between 105 - 150 meals per day
- They liaise with nurses on each ward 3 times daily to ensure accuracy of diet orders

Duties and responsibilities

- a. Prepares and delivers food trays to hospital patients,
- b. Assembles items to place on tray and reads menu orders to cooks.
- c. Prepares food items, such as sandwiches, salads, soups, and beverages.
- d. Preparing Therapeutic diets - Blending foods for soft or liquid diets.
- e. Examines filled tray for completeness and places in cart.
- f. Serves trays to patients.
- g. Washes dishes and cleans work area, tables, etc.
- h. Record, food service temperature, amount and types of meals served to patients. Call wards to check accuracy of diet orders
- i. Accurately record all assigned information (temperature, patient and trolley logs).
- j. Deliver meals to all patients ensuring it is in accordance with diet
- k. Write up trolley in accordance to diet sheet
- l. Call out diets orders accurately to cook
- m. Clean and sanitize all work areas and equipment are in accordance to department policies and procedures.

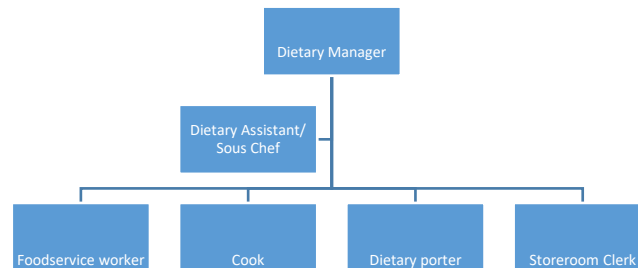
- n. Take up meal orders
- o. Pack trolley ensuring that each tray is accurately prepared
- p. Serve meals on time and present in a professional manner
- q. Place items on tray (placemat, base and plates, etc.)
- r. Portion out all hot and cold beverages
- s. Put away or discard all items from breakfast service.
- t. Wash and push through of all dishes, bases, covers, etc.
- u. Organize and stock Jell-O, crystal light etc. for service
- v. Prep fruits for next day.
- w. Prepare any soups, special diets etc.

Qualifications, Experience & Skills Requirement

Qualifications include:

- High school diploma
- Food Handlers Certificate for Department of Environmental Health
- Minimum of 2 year experience in foodservice
- Ability to stand for long period and handle hot and cold temperatures
- Possess good customer service skills

Reporting Relationship



Direct reports

Post holder does not supervise any other position.

Other Working Relationships

Post holder liaise with nurses on all wards, some outpatient clinics and Dietitian/doctors.

Decision Making Authority and Controls

Post holder adhere to the policies and procedures of the Dietary department. Report defective working conditions of food service equipment and low stock levels to manager.

Working conditions

This position entails 12-hour shifts on weekend, early morning shifts and tight deadlines. Working in very cold and hot areas, working with challenging patient, long periods of standing.

Physical requirements

Long periods of standing

Working in very cold and hot areas

Exposure to high levels of noise

Problem/Key Features Individuals may encounter very ill patients.
Work in an environment where they may receive burns, cuts from handling hot and sharp objects.

Evaluation Metrics

- Patient surveys
- Diet Sheet
- Patient Census
- Trolley time log
- Complaints
- Waste audit

Approved by:	
Date approved:	
Reviewed:	
Next Review	