

Chief Cook job description

Rank / Position	Chief Cook
Department	Deck
Reports to	Master and Chief Officer

Duties, Responsibilities and Accountabilities

Minimum Requirements:

- **Qualified Ship's Cook (MLC 2006)**
- **Basic Liquefied Gas Tanker Cargo Operation A-V/1-2-1**
- **In rank sea service and experience on LNG cargo / LNG bunker vessels of minimum 1 year to ensure knowledge of specific LNG bunker vessel safety measures during cargo operations.**

Main Responsibilities:

- Compliance with safe working practices
- Ensuring and promoting a high standard of personal hygiene
- Monitoring of any illness that may affect the safe handling of food
- Compliance and enforcement of MLC requirements regarding food and galley safety and hygiene
- Efficient and economical running of the catering department, including:
 - Allocation of daily catering personnel tasks
 - Ensure efficient provision planning (FIFO standards) for the required periods/voyages
 - Control of stock and correct storage of food items, hardware and cleaning materials
 - Preparation of accurate inventories and orders for food stock
 - Control of food wastage.
 - Assist in maintaining food budgets
- Quality and testing of fresh water / drinking water supplies
- Preparation of monthly meal menus , in consultation with the Master, officers and crew
- Taking into account special dietary requirements, including religious needs, of crew members
- Observing crew's feedback for food and service improvement
- Maintaining the highest standards of cleanliness and hygiene of:
 - Galley, pantries, dishwashers, food preparation and service areas and equipment
 - Provision stores, fridges, freezers and general storerooms
 - Messrooms including fridges and microwave ovens
 - Eating utensils and crockery
 - Garbage collection bins in messrooms and galley
 - Alleyways and public rooms within the accommodation
 - Officer's accommodation and laundry

- Proper disposal of catering department garbage / food waste / waste cooking oils and fats and ensuring correct entries in the garbage logbook
- Correct operation of food comminuting equipment in accordance with MARPOL requirements
- Being present during officers' meal hours
- Taking physical inventory of provisions at the end of the month observing dates for FIFO.

- Observing 'best by' dates of all food stores and messroom condiments
- Reporting quality issues or inventory deficiencies upon receipt of stores to the Master
- Reporting deficiencies or breakdowns of galley equipment
- Preparing and submitting inventory and meal reports in consultation with the Master
- Ensuring full handover from previous cook, including:
 - Stock inventory
 - Status of all galley equipment
 - Specific crew dietary requirements
 - Menus

- Preparation of daily, weekly and monthly cleaning routines and assignment of tasks
- Assist with environmental compliance beyond galley requirements
- Assist with ship security
- Speaking up if / when unsafe practices or conditions are identified

Other duties and responsibilities:

- Familiarity with the stowage and use of all galley portable and fixed fire-fighting systems and fire prevention equipment, including regular inspections to ensure items are ready for use.
- Ensure all catering staff are familiarised with the use of safety equipment including any shut-off switches, vents and dampers.
- Comply with BSM's SMS, EMS and international standards and regulations
- Form part of the emergency response team (specific duties as per ship's emergency organisation)
- Report any non-conformities or defects
- Keep and promote high standards of discipline and behaviour
- Perform additional tasks as assigned by the Master and Chief Officer
- Follow the requirements of the Competency Management System (CMS)