

Southern Regional Health Authority

Compassion | Accountability | Respect | Efficiency
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The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health & Wellness responsible for the management and operation of Public Health Services within the Parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position at the **Mandeville Regional Hospital**:

Head Cook (HSC/HS 4) Vacant

(Salary range \$ 1,545,377 - \$ 1,836,968 per annum plus any allowance (s) attached to the post)

Job Summary

Under the general supervision of the Assistant Dietitian, the incumbent is responsible for performing supervisory and varied cooking duty in a hospital; producing normal, therapeutic and modified diets, while maintaining the established standards and quality in food production and safety

Qualification and Experience

- HEART/NSTA level 3 Food Preparation Certificate/Commercial Food Preparation, or equivalent from an approved institution or an equivalent combination of experience and training.
- Valid Food Handlers Permit
- A minimum of two (2) years' experience in cooking on a large scale
- Certification in Supervisory Management is an asset

Required Knowledge, Skills & Competencies:

- Excellent knowledge of the care and use of food service equipment and kitchen utensils
- Excellent knowledge of supplies and methods used in food preparation and service
- Excellent knowledge of the Public Health Regulations and Sanitation Guidelines
- Possesses manual dexterity and hand-eye coordination to handle tools, such as knife techniques for chopping, slicing, cutting and dicing
- Good interpersonal and communication skills
- Good time management skills

Key Responsibilities will include:

- Supervising and participating in the preparation of all food and beverages.
- Cooking nutritious meals, according to standardized protocols.
- Preparing meals as per food preparation requirements and within stipulated timeframes for distribution to the wards and other service areas.
- Supervising, training and instructing cooks in food preparation.
- Delegating duties to other kitchen staffs as per the menu requirements.
- Maintaining the standard and quality of the food production within the department at the highest level at all times.
- Inspecting and maintaining sanitary/hygiene conditions in the kitchen in keeping with required standards.
- Giving staff feedback on their performance to enable staff development.
- Reporting any problems that may affect the smooth flow of work within the department.
- Receiving, checking and keeping inventory of kitchen equipment.
- Preparing meals for hospital functions as required.
- Ensuring meals are produced according to the schedule in place.

Special Conditions Associated with the Job:

- Must possess a valid food handler permit

- Normal hospital environment working in a Dietary Department
- Required to work on a shift basis; maybe required to work overtime
- Excessive standing and high temperature environment associated with regular duties

Applications along with resume should be sent **no later than August 07, 2026** to:

Senior Human Resource Officer

Mandeville Regional Hospital

32 Hargreaves Avenue

Mandeville P.O., Manchester

E-Mail - jobsmrh@gmail.com

NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED.

****IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL****

PLEASE INDICATE IN THE 'SUBJECT LINE' OF YOUR EMAIL THE NAME OF THE POSITION FOR WHICH YOU ARE APPLYING**