

Job Class Profile: Marine Cook**Pay Level: CG-27 Point Band: 534-577**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	3	2	4	4	3	3	3	2	6	
Points	140	33	25	19	90	65	62	43	64	541

JOB SUMMARY

The Marine Cook prepares and serves all meals to vessel crew members and performs various duties related to the overall operation of a vessel.

Key and Periodic Activities

- Prepares and cooks all meals for vessel crew members during the shift cycle.
- Prepares meal plans and purchases food and supplies for the vessel.
- Maintains cleanliness of the galley, galley equipment and other areas of the vessel and related equipment.
- Assists with moorings and fastenings when vessel is being docked.
- Stands watch for the captain on sea trips from one port to another.
- Scrapes and paints various areas of the vessel.
- Performs other incidental chores on vessel, as required.

SKILL**Knowledge****General and Specific Knowledge:**

- Meal planning and preparation.
- Cooking techniques and cooking equipment.
- Safe food handling practices.
- Galley guidelines.
- Occupational Health and Safety Regulations.
- Budget monitoring for the purchase of food and supplies.
- Coastline on the operational run of the vessel.
- Navigational aids and equipment.
- Steering, docking and mooring a vessel.
- Marine vessel safety and emergency procedures.

Formal Education and/or Certification(s):

- Minimum: High School Diploma. Completion of a 1 year Cook Program.

Years of Experience:

- Minimum: 1 to 2 years.

Competencies:

- Ability to follow basic instructions in recipes and prepare meals.
- Ability to apply established techniques for the preparation of meals.
- Ability to coordinate the timely preparation of various foods to be served at meal time.
- Ability to operate galley equipment such as commercial ovens, deep-fryers, etc.

Interpersonal Skills

- A range of communication skills are to listen to information from Captain/Crew Members and ask questions to get information related to meal planning and food preferences and provide routine information and/or guidance to employees in the Steward/Deckhand class regarding duties required to be performed in the galley.
- The most significant contacts are with the Captain for direction and guidance on all activities on board the vessel; crew members in the preparation and serving of meals and from time to time with passengers who use the ferry service.

EFFORT

Physical Effort

- The demands of the job regularly results in fatigue, requiring periods of rest.
- Lifting or moving food supplies weighing less than 10 lbs. is a constant requirement and lifting or moving food supplies weighing 10 to 25 lbs. is performed occasionally.
- Work requires standing or walking when working in the galley preparing food, using ovens and other equipment, cleaning galley and tables, and when assisting with other vessel operations such as mooring. Bending and kneeling when using ovens is a regular requirement.
- Manual or physical activities include using galley equipment in the preparation of meals, using gross motor skills in the performance of daily activities, and maintaining physical balance while performing duties during vessel operation/movement, particularly in adverse weather conditions and rough seas.

Concentration

- **Visual** concentration or alertness is required to monitor food as it is being prepared and cooked to ensure adherence to health and safety standards; operate a variety of galley equipment; and when chopping and cutting food.
- Auditory concentration or strain is required when working in a noisy environment and listening for food timers, galley telephone or emergency alarms.
- Other sensory demands such as **smell** is important when preparing food to ensure there is no spoilage; to identify if food or oil is burning or to identify other odours that would indicate a problem.
- **Alertness** and concentration are required to listen for emergency alarms during vessel operations, when using knives to chop, cut, and prepare food and while standing watch.
- **Higher than normal levels of attentiveness or alertness is required to ensure adherence to the health and safety standards required on a marine vessel.**

- **Time pressures and deadlines** are experienced regularly as meals must be prepared on time during standard meal hours for all crew members.
- **Interruptions and lack of control over work pace** can be experienced with equipment malfunction or freight delays, etc.
- **Exact results and precision** are required when preparing meals and measuring ingredients for standard recipes.

Complexity

- Work involves preparing and serving meals to vessel crew members and performing various duties related to the overall operation of a vessel which requires performing tasks and activities that are different but use similar skills and knowledge.
- A typical challenge is preparing nutritional meals within the budget allocated for food and supplies.
- Reference material to assist in addressing problems, challenges and issues include Transport Canada Regulations pertaining to the operation of marine vessels; galley guidelines; Occupational Health and Safety Regulations and advice and guidance from the Captain and/or other crew members.

RESPONSIBILITY

Accountability and Decision-Making

- Work is performed independently within a highly structured environment in the performance of daily activities.
- Without formal approval decisions can be made regarding purchasing food and supplies within an allocated budget; planning meals and establishing timeframes and schedules for meal preparation.
- Supervisory approval is required for the purchase and/or repair of galley equipment.
- Discretion and independence of action is exercised when purchasing food and supplies and when planning meals.

Impact

- Work results impact the immediate work area, department, organization and possibly passengers.
- Work activities impact resources such as equipment, finances, facilities, health and safety and corporate image when meals are prepared on schedule in accordance with appropriate standards and guidelines; equipment is operated properly; food and supplies are purchased within allocated budget; and galley and related equipment are maintained in accordance with appropriate health and safety guidelines.
- Mistakes or errors can result in delays in meal schedule; damage to galley equipment; health and safety issues for crew members and issues with the food budget.
- Health and safety standards are highly regulated and mistakes or errors with food/meal preparation are typically identified and resolved within hours of problem identification.

Development and Leadership of Others

- Does not have full time responsibility for the direct supervision of bargaining unit staff.

- Provide guidance to employees that are assigned galley duties to ensure that health and hygiene standards are maintained in accordance with appropriate guidelines.

WORKING CONDITIONS

Environmental Working Conditions

- There is a requirement to wear safety equipment such as safety boots, hard hat and vest.
- The likelihood of injury or illness resulting from hazards in the job is limited.
- There is exposure to unusual/distracting noise from the constant running of marine vessel engines; diesel fumes; vibration from motors and vessel movement; wet or slippery surfaces such as decks or floors of the vessel; sharp objects such as knives or other cooking implements; physical dangers or threats when working on the vessel operating in rough seas; temperature extremes when cooking in the galley and adverse weather conditions such as high winds or precipitation.