



EAST AFRICAN SCHOOL OF AVIATION

INTERNAL ADVERTISEMENT

The East African School of Aviation (EASA) is the training directorate of the Kenya Civil Aviation Authority charged with the mandate of providing aviation training to the local, regional and international aviation industry. The School also offers hospitality services to institutional and individual clients. The School now invites application for the following temporary positions.

1. CHEFS (2 POSITIONS)

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| Job Purpose | The purpose of this job is coordinate, supervise and lead all aspects of food production and service while ensuring superior culinary experience, utmost hygiene and food safety. |
| Reports to | Catering Officer |
| Job Description | <ul style="list-style-type: none"> • Design menu that enhance customers culinary experience while maintaining quality standards; • Coordinate and direct the food production process and any other related activities; • Supervise cooking, baking and preparation of food; • Manage food stores and ensure safety and availability of food; • Ensure that all food is prepared in accordance with hygiene, safety and regulatory guidelines; • Maintain a clean and safe work area, including handling utensils, equipment and dishes; • Monitor the inventory levels of commonly used items and initiate the process of reorder and replenishment; • Monitor consumption of infrequently used items and minimize the risk of spoilage; • Monitor the performance of equipment and initiate the process of repair and replacement where necessary; • Supervise the work of subordinates in food production and service while fostering an environment of cooperation and mutual respect. |
| Job Requirement | <ul style="list-style-type: none"> • Diploma in Food & Beverage Production and Service; or, equivalent qualifications from recognized hospitality establishments; • Additional training in specialty hospitality areas will be an added advantage; • Form Four Certificate with C- or equivalent qualifications; |

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| | <ul style="list-style-type: none"> • A minimum of 4 years' experience at a comparable position in reputable hospitality or institutional establishments; • Current and valid certificate of Health for Food Handlers; • HACCP Certificate in food safety from a recognized institution; • Proficiency in computer applications. • Shortlisted candidates will be expected to present current certificates of good conduct from the Directorate of Criminal Investigation |
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2. COOKS (2 POSITIONS)

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| Job Purpose | The purpose of job is to assist the chef in the food production process by preparing ingredients and producing meals using standard recipes and keeping their workstation clean. |
| Reports to | Catering Officer |
| Job Description | <ul style="list-style-type: none"> • Follow recipes, including measuring, weighing and mixing ingredients; • Bake, grill, steam and boil meats, vegetables, fish, poultry and other foods; • Present, garnish and arrange final dishes and assist in serving food; • Ensure that all food is prepared in accordance with hygiene, safety and regulatory guidelines; • Maintain a clean and safe work area, including handling utensils, equipment and dishes; • Handle and store ingredients and food; • Monitor the performance of equipment and initiate the process of repair and replacement where necessary. |
| Job Requirement | <ul style="list-style-type: none"> • Craft/Certificate in Food & Beverage Production and Service or equivalent qualification from recognized hospitality establishments; • Form Four Certificate with D- or equivalent qualifications; • A minimum of 2 years' experience at a comparable position in reputable hospitality or institutional establishments; • Current and valid certificate of Health for Food Handlers; • HACCP Certificate in food safety from a recognized institution; • Proficiency in computer applications; • Shortlisted candidates will be expected to present current certificates of good conduct from the Directorate of Criminal Investigation. |

3. KITCHEN ATTENDANTS (2 POSITIONS)

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| Job Purpose | The purpose of job is to support food production and service processes by maintaining required hygiene standards and a clean environment in accordance with food safety and public health requirements. |
| Reports to | Catering Officer |
| Job Description | <ul style="list-style-type: none">• Clean and sanitize dishes and related service-ware;• Clean pots, pans, utensils and other minor equipment routinely used in the kitchen;• Clean and sanitize floors, walls and working surfaces in the production and service areas;• Remove any breakages and chipped items and notify the Chef;• Empty trash bins and boxes ensuring disposal in the correct containers;• Assist in food preparation and service as directed by the Chef. |
| Job Requirement | <ul style="list-style-type: none">• Form Four Certificate with a mean grade of D- or equivalent;• 1 year experience in a similar position in a hospitality or institutional establishment;• Formal training in food and beverage production or institutional management will be a distinct advantage;• Current and valid certificate of Health for Food Handlers;• Shortlisted candidate will be expected to present current certificates of good conduct from the Directorate of Criminal Investigation. |

Interested candidates are required to submit their applications in plain sealed envelopes, quoting job title on the envelope and application letter, attaching copies of certificates, testimonials and a detailed CV with full contacts of three referees to the address below.

The Director East African School of Aviation

P. O. Box 30689 GPO 00100

NAIROBI

Hand-delivered applications should be submitted to the East African School of Aviation Registry. Applications should be received not later than 27th April 2022. Only shortlisted candidates will be contacted.