

Center for Career Placement & Alumni
Graduate Placement Services (GPS)

JOB VACANCY FORM[®]

IMPORTANT: The information presented in this document can be shared only internally at UAE University!

Job Reference No.: JV721

Company Name: United Arab Emirates University - Food Services Section

Company Type: Government



Job Position/Title:	Nutrition Supervisor	Academic Major:	Food Sciences
Salary Range:	Very Competitive Package	Years of Experience:	Fresh Graduate
Job Location:	Al Ain	Job Type:	Full time
Nationality:	UAE Nationals	Gender:	Female
Job Description:	- Responsible for coordinating the operations of one of the food service outlets in the University and oversees the procurement of vegetables, fruits and spices, food preparation, quality of meals provided, storage and disposal of non-food materials, and implementation of the UAEU contract with food catering companies. - Maintains and checks the list of students and designated staff being provided food services in co-operation with university offices and contract companies. - Inspects kitchen ,dining areas, kitchen utensils and equipment to ensure high standards of hygiene. - Supervises non-cooking staff to ensure cleanliness of kitchen and equipment. - Oversees the purchase of foodstuffs, kitchen supplies and equipment or requisitions them from Purchasing Agents to maintain stock levels and ensure high quality standards are met. - Oversees the preparation of food and catering services for students and staff. - Checks the health certificates of workers of contract catering companies. * - Plans or participates in planning menus, preparing approved food items, apportioning food and utilizing food surpluses and leftovers. - Oversees and follows up on pest control at designated sites. - Oversees operation and checks accounts of a designated food outlet. - Work co-operatively with Hostel Supervisors and Managers to ensure co-ordination of services to joint customers. - Report daily on issues/concerns arising from the operation of a designated food service site. - Other duties as assigned by immediate supervisor.		
Minimum Qualifications:	- Fluent on Arabic And English languages - Computer skill. - Know how to deal with customer service skills.		
No. of Positions Required:	2		
Job Close Date:	Open Until Filled		

To Apply, UAEU Graduates/Alumni should send their CVs to:

food.services@uaeu.ac.ae

JOB NAVIGATOR

Locating Your Career Path

