

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS, 1967

Department: S 1001201  
Police

Post: Cook

Salary: Rs 380 x 20 - 500 x 25 - 550 (MHA 12)  
Rs 1980 x 60 - 2100 x 75 - 2700 x 100 - 3400 (MGG 13)

Effective Date: 3rd October, 1985

Qualifications: By appointment of candidates who:-

- (a) possess the Certificate of Primary Education (formerly Primary School Leaving Certificate or an alternative qualification acceptable to the Public Service Commission, and
- (b) have a good knowledge of cooking.

The selected candidates will be required:-

- (i) to undergo a medical examination to determine their fitness for the job;
- (ii) to follow successfully a training course in cooking organised by the Catering Officer.

NOTE:

For the first intake, priority of consideration will be given to candidates who are presently performing the duties of Cook in the Catering Unit of the Police Department even if they do not possess the qualification at (a) above.

Duties:

1. To be responsible to the Officer in charge of the area where posted through the Catering Officer or any designated Officer for:-
  - (a) the collection/receipt/transport of provisions, their cleaning, preparation, cooking and distribution as directed and accounting for the use and disposal of the provisions;
  - (b) the preparation and distribution of snack meals;

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- (c) keeping the cooking utensils and equipment clean and fit immediately after use;
- (d) cleaning the premises of the kitchen and keeping them neat and tidy at all times;
- (e) maintaining a high standard of hygiene (including personal hygiene) in the preparation, ~~of~~ cooking and distribution processes; and
- (f) ensuring that unauthorised persons do not have access to the kitchen in the absence of the Supervising Officer.

2. To perform such cognate duties as may be assigned.

NOTE:

- (a) Cooks are required to work on a shift/roster basis at odd hours, during week ends and on Public Holidays and declared cyclone days and to comply with such instructions regarding security and discipline as may be issued by the Commissioner of Police.
- (b) They may be called upon to accompany members of the force in the fields and attend to the connected Catering Services.
- (c) They may be required at any time to undergo a medical examination by a Government Medical Officer to ascertain their fitness for the job.