



## **JOB VACANCY- COOK**

The Eco-Industrial Development Company of Tobago (E-IDCOT) Ltd. is a private limited liability Company established by the Tobago House of Assembly (THA) to assist in the diversification of the Tobago economy through the promotion of environmentally sustainable production and the provision of project management services on the island.

The Company is responsible for the operations of the Manta Lodge & Dive Centre and invites applications from suitably qualified persons for the position of **Cook**.

### ***Job Summary***

The Cook is responsible for directly supporting the Chef de Partie and Sous Chef in the daily kitchen operations.

### ***Job Responsibilities***

1. Assists the Chef de Partie with the preparation of food including cleaning and cutting the ingredients and cooking main dishes, desserts, appetizers and snacks.
2. Ensures accurate and efficient storage of items through proper labeling of item content, packaging, and storage units.
3. Assists with stocking and setting up the kitchen stations.
4. Always presents a clean and professional appearance.
5. Works closely with servers to ensure that orders are completed according to request and on time.
6. Washes and cleans the kitchen and cooking utensils and storing the equipment at the end of shifts.
7. Ensures that the kitchen operational procedures and hygiene meet food safety standards and regulations.
8. Maintains a friendly, cheerful and courteous demeanour at all times.
9. Performs other duties as assigned, requested or deemed necessary by management.

### ***Education and Job Experience***

1. Knowledge of basic Food Preparation.
2. Two (2) years of hotel or restaurant experience required.
3. Certificate in Culinary Arts/Food preparation will be an asset.
4. Valid food badge.

Any other suitable combination of qualifications and experience may be considered.

### ***Knowledge, Skills and Abilities***

1. Ability to maintain a flexible work schedule, including evenings, weekends and public holidays.
2. General understanding of cooking methods, procedures, and knife handling skills.
3. Ability to perform tasks with accuracy, speed, and attention to detail.
4. Ability to read and follow cooking directions.
5. Ability to remain calm in a fast-paced environment.
6. Must be organized and self-motivated.

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### **Instructions for Applicants**

Applications **must** be submitted via email to [careers@e-idcot.co.tt](mailto:careers@e-idcot.co.tt) and should include a cover letter and detailed Curriculum Vitae addressed to:

The Human Resources Department  
Eco-Industrial Development Company of Tobago (E-IDCOT) Ltd  
Isaac T McLeod Building, Cove Eco-Industrial and Business Park  
Canoe Bay Road, Cove Estate, Tobago.

The cover letter and email subject **must** state the position being applied for and copies of all educational certificates **must** be attached.

Applications are to be emailed no later than **4.00 p.m. on Wednesday 28<sup>th</sup> January 2026**. Late or incomplete applications will not be considered.

***We thank all applicants for their interest; however, only shortlisted candidates would be contacted.***