

CHEF

PRIMARY OBJECTIVE

To support the Catering Manager and Chefs in delivering a high-quality food and menu service during term time and at hospitality events.

REPORTING RELATIONSHIPS

This position reports to the Catering Manager.

DUTIES

General

1. To take responsibility for the preparation, presentation and serving of all meals to an exceptional standard.
2. Catering for functions and events.

Specific

1. To prepare, cook and appropriately present meals and buffets for pupils, staff and special functions as required.
2. To ensure routine day to day as well as specialised cleaning of kitchen equipment, work surfaces, kitchen floors and storage areas, as directed by the Catering Manager.
3. To ensure waste is controlled with regard to preparation and cooking.
4. To maintain the highest standards of health, hygiene and safety.
5. To manage and control all food, to include; receiving and checking stock, checking equipment and materials are used correctly, closely monitoring portion control.
6. To ensure that routine data is collected as required and that all daily checks, including temperature control during production, preparation, service and storage are carried out properly.
7. To immediately report all accidents, near misses, damage or breakages to the Catering Manager.
8. To ensure that the Catering Department is opening and closed at the required times and secured when not in use.
9. To undertake any other tasks appropriate with the duties and responsibilities of the post.
10. To attend any relevant training sessions to ensure that you are fully equipped to perform your role effectively
11. To comply with any reasonable request from the Catering Manager to undertake work of a similar level that is not specified in this job description.
12. This job description is current at the time of issue but may be changed by management to reflect changes in the role, which are commensurate with the salary and job title.