

Job Description

Commis Chef

Position: Commis Chef

Department: Kitchen

Reporting to: Head Chef

Salary: £23,851

Contract: Permanent

Hours per week: 37.5 (5days out of 7)

Job purpose: To prepare and cook food for our guests to an exceptional level.

Role Competencies

Planning Timescales:

- To prepare and cook food for all business areas on a day to day basis
- To maintain a clean and safe working environment
- To comply with health and safety legislation
- To work within budgeted guidelines including waste management, portion control, updating production sheets

Decision Making:

- Assist with menu development, where applicable
- Delegate jobs to kitchen assistants

Impact & Influence:

- Ability to work as part of a team, this could be through part delegation of duties to kitchen assistants.
- To ensure kitchens and equipment are cleaned using cleaning schedule

Skill Level:

- Maintain a clean and safe working environment
- Comply with allergen policy as implemented by head chef
- To ensure that all food production is to the standard as set out and presented to specification guidelines
- To ensure all legal legislation requirements including health and safety, food safety and company policies
- Ensure that foods are prepared, stored and cooked in line with HACCP regulations
- Ensure that daily HACCP checks are completed

Communication:

- Good level of customer service skills
- Good spoken and written communication
- Ability to use tablet based reporting system

Budget Management:

- Understand own accountability and how own actions effect costs within the business

Lead and Develop:

- To support the kitchen department with any reasonable requests.

Operating Parameters:

- Close down kitchens at the end of shifts to a high standard
- Oversee that all deliveries are put away promptly and correctly

- Ensure all stock is rotated in line with Food Policy
- Any reasonable management request

Essential & Desirable Job Criteria:

- NVQ Level 2 in food Professional cookery equivalent (E)
- Ability to work to strict guidelines (E)
- Ability to work as part of a team and on own initiative (E)
- Basic Understanding of COSHH (E)
- Good customer service skills (D)
- Flexible and adaptable around a wide range of working patterns (E)
- Good communication skills, both written and oral (D)
- 12 months experience in a similar job role (D)
- Level 2 in food safety (E)

Safeguarding - We are committed to safeguarding and protecting children and young people (CYP) and at-risk Adults (ARA) Our expectation is that you will fully accept your responsibility for the safety and welfare of all CYP and ARA by being fully conversant with all our safeguarding policies and reporting anything that does not appear to be correct. The post maybe subject to an enhanced DBS check and yearly self-declarations.

Equality & Diversity – must be able to demonstrate that equality, diversity and inclusion will be maintained and developed across all programmes and areas of the business.

Competency Total: 65

Level 2