

JOB DESCRIPTION

Title: Chef de Partie

Hours: As per contract, including weekends and Bank Hols

The success of the Restaurant depends on you and everyone's role is vital in achieving this.

DUTIES AND RESPONSIBILITIES

1. To supply the highest level of customer care and service whether in the public eye or in the back areas.
2. To prepare, cook and serve any food delegated as your responsibility ensuring that the highest possible quality is maintained and that agreed standards for food preparation and presentation are met at all times.
3. To adhere to company procedures in regards to temperature checks, food labelling and dating, cleaning schedules and hygiene regulations at all times and ensuring that all records of such are updated and kept.
4. To assist with the acceptance and storage of deliveries and that all-relevant company procedures are adhered to.
5. To be punctual for work and report directly to the Supervisor or Manager on duty.
6. To be flexible in your work and assist colleagues when required.
7. To ensure you maintain your work area to a clean, hygienic and tidy state at all times.
8. To wear the full and correct uniform at all times whether on the public eye or back areas.
9. To provide on the job training to junior members of kitchen staff.
10. To have an understanding of menu planning, writing and the implementation of stock controls and how this enables the kitchen to meet Gross Profit %.
11. To be familiar with the opening and closing procedures of the kitchen and carry them out as rotated.
12. To assist and ensure the junior chefs carry out daily and weekly procedures including temperature checks, food labelling/dating and storage and to ensure records of such are up to date.
13. To ensure that temperature checks are carried out a minimum of 5 times per day and recorded.
14. To recognise the importance of good stock management/control and it's importance in the kitchen meeting its Gross Profit %.
15. To remove any hazards and make safe any defects in the kitchen or equipment and report any problems to the Senior Chef on duty.
16. To understand how the Restaurant's Health and Safety Policy affects your department and how it links in with the rest of the hotel; and to carry out your responsibilities for health and safety effectively.

17. To be fully aware and adhere to the following procedures:

Sickness and accident report procedures

Fire policy

18. To comply with all COSHH and safety requirements relating to chemicals and equipment used in the kitchen.

19. To attend all meeting and training sessions in which you are required.

20. To comply with any reasonable request from your superiors.

Job description discussed and agreed:

Name:

Signature:

Issuer:

Signature:

Date: