



Job Description

Job Title	Chef de Partie
Main purpose of job	Alongside colleagues in the Kitchen team prepares food items for breakfast, lunch, dinner and other College events, to a high standard
Responsible to	Head Chef
Liaison with	Kitchen and Food Service Team
Hours of work	An average of 39 hours per week, working five days out of seven including weekend working. Some additional hours may be required at busy times.

Main Tasks

- Prepares high quality dishes as required by the College including for events such as conferences, weddings and College Feasts
- Prepares and cooks a variety of dishes in a timely manner, developing new recipes as well as in accordance with College recipes
- Works on own initiative, on occasion taking charge of a shift in the absence of members of the kitchen management team
- Play a key role in the forward planning and preparation of quality food within the College, including events and special functions
- Works with colleagues to determine how food should be presented and creates decorative food displays, following recipe guidelines
- Ensures compliance with all relevant food preparation and College rules and regulations
- Complies with current legislation - Health and Safety and Food & Beverage policies, standards and procedures and taking full responsibility for food safety and other current allergen regulations.
- Recognises superior quality products and demonstrates awareness of good food presentation and flavour
- Supports the Head Chef with all operational aspects of the culinary function

Additional Responsibilities

- Works closely with the Food Service team to ensure quality, standards and expectations of the College are met on a daily basis and bring about improvements in service levels

- Understands the impact of the departments operation on the overall running of the College
- Informs and/or updates the kitchen management team, peers and team on relevant information in a timely manner
- Gives guidance and direction to Kitchen Porters in the absence of other kitchen management team
- Report immediately all damages, breakdowns, defects of equipment, utensils and fabric of working environment
- Maintains the highest standards of personal hygiene and presentation
- Uses the in house IT programmes such as Kinetics to obtain information about events in College
- Uses the College online booking system to obtain information regarding student, staff and Fellow dining
- Attends and participates in all pertinent meetings (e.g., Daily Pre-shift)
- Carries out any other reasonable requests from the Catering management team.