



Selwyn College Cambridge

Commis Chef (part-time)

Job Description

Job title:	Commis Chef
Department:	Catering
Reports to:	Head Chef
Working pattern:	Up to 27.5 hours per week, Monday to Friday (AM)
Contract:	Permanent (subject to six months' probation)

Purpose of the role

To assist the Head Chef and Deputy Head Chef in consistently producing the highest possible standard of food for our students, staff, Fellows and conference guests.

Under the direction of the Head Chef and Deputy Head Chef, you will work with the Section Chefs to provide consistently high quality food and introduce innovative dishes, especially salads and cold offerings, to enhance the overall dining experience for our customers.

Key duties and responsibilities

- Under the direction of the Head Chef, to work with Section Chefs to provide consistently high quality of food in the Servery, at Formal Hall, High Table and for all College conference activities.
- To constantly provide an interesting well balanced salad selection using colour, texture and variety of ingredients.
- Continually suggest and trial new dishes for function menus and cafeteria.
- To ensure that food is not prepared too far in advance, and to avoid excessive amounts of food production to maintain food budgets and avoid wastage.
- To assist on food service during the lunchtime cafeteria meal during busy periods.

- To maintain hygiene and health and safety standards.
- To undertake regular temperature control checks, and keep accurate records.
- To provide necessary cover during periods of staff absence.
- The post-holder will be required to attend any identified training courses to enable them to competently perform the duties of the post. This will include health and safety training to minimise occupational risks and will include manual handling and COSHH training.
- To undertake and assist in any other tasks as instructed by the Head Chef and Head of Catering within the overall function of the role.

Requirements for the role

Criteria	Essential	Desirable
SKILLS		
Knowledge of food presentation and temperature control	X	
Effective communication skills and a friendly disposition	X	
Good organisational, time management and planning skills	X	
KNOWLEDGE & EXPERIENCE		
Previous experience of working in a busy kitchen		X
Knowledge of the Food Hygiene (England) Regulations 2006, COSHH Regulations 1998 and the Health & Safety at Work Act 1974		X
EDUCATION		
Hold or be working towards a recognised food preparation qualification		X
Hold a basic food hygiene certificate		X
PERSON SPECIFICATION		
Excellent personal standards regarding time keeping, attendance and personal presentation	X	
Enthusiastic and willing to learn from training provided	X	
Ability to work under pressure	X	
A positive 'can do' attitude, a willingness to help others and work additional hours to provide cover for absent colleagues	X	

If you do not meet all the criteria, don't be deterred from applying if you feel this role is for you. You may have other relevant skills and experience which would prove valuable in this role.

Where you fit in the structure:

