Section Chef

About the Catering Department

The Head of Catering leads a team of approximately 30 kitchen and front of house staff who are responsible for daily catering for our students, staff and Fellows, College functions, formal dinners, and residential/day conference guests.

During Term from Mondays - Saturdays the Catering Department provides a cafeteria-style breakfast for approximately 80 students, and lunch and dinner for approximately 250 students, staff and Fellows. Brunch and Dinner is provided on Sundays. Formal Hall and High Table Dinners are served on Tuesday and Thursday evenings. During vacation conference delegates have a choice of either cafeteria or a formally served meal.

The kitchen is managed by the Head Chef, who is supported by the Sous Chef, Second Chef, Shift Leader, Section Chefs, a Salad Chef, and Kitchen Porters. The College has a reputation for providing great food and has a 5* hygiene rating.

Role

To assist the Head Chef in consistently producing great food for our students, staff, Fellows and conference guests.

Job Description

Under the direction of the Sous Chef, you will work with other Section Chefs to provide consistently high quality food, and introduce innovative dishes to enhance the overall dining experience for our customers.

Main Duties and Responsibilities

- Prepare, cook and present dishes.
- Maintain budgets and avoid wastage by ensuring food is not cooked too far in advance, or that excessive amounts of food are produced.
- Ensure all HACCP and food safety procedures are fully complied with.
- Provide any necessary cover during periods of staff absence.
- Assist in any other tasks as instructed by the Head Chef within the overall function of the job.
- Attend any identified training courses to enable the post holder to competently perform the duties of the role. This will include health and safety training to minimise occupational risks.

This job description may be subject to change due to organisational need, and following consultation between the Head Chef and the post holder.

April 2018
Where you fit into the structure

Person Specification

- City & Guilds 706, NVQ Level 2, or equivalent award
- A current basic food hygiene certificate
- Creative flair, and a passion for food and presentation
- Previous experience of working in a busy restaurant
- The ability to cater for a wide range of functions
- Working towards or be willing to undertake NVQ Level 3 Food Preparation & Cooking
- Enthusiastic and willing to learn from training provided
- Good organisational, time management and planning skills
- Effective communication skills and a friendly disposition
- Knowledge of food presentation and temperature control
- Ability to work under pressure.
- Able to work under instruction and in harmony with colleagues
- A positive ‘can do’ attitude, a willingness to help others and work additional hours to provide cover for absent colleagues
- Excellent personal standards regarding time keeping, attendance and personal presentation.

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