



## Sous Chef

**Hours:** 40 hours per week on a rota basis. Some evening and weekend work required.

**Salary:** circa £33,900

**Supervised by:** Head Chef

### Job Contribution:

We are passionate about making sure our chefs enjoy a satisfying and rewarding career whilst having a genuine work life balance. The kitchen is open for 51 weeks of the year (closing for a week each Christmas) catering for students, functions and formal events, conference guests and staff. During term time, the kitchen caters for an average of 80 for breakfast, 150 for lunch and 145 for dinner which is divided between informal and formal dining 6 nights per week. In addition, there are departmental and society events, black tie formal dinners and small conferences, giving you the opportunity to cook creative fine dining as well high-volume fresh food. Outside of term time, the College opens its doors to large conferences during which the kitchen team cater for up to 350 for breakfast, lunch and dinner in addition to a small number of bed and breakfast guests.

### Responsibilities:

- To ensure all food is served to the required College standards set by the Head Chef.
- To aid the Head Chef in planning and implementing all new menus.
- To ensure that all commodities are on site, at appropriate stock levels to service the guest.
- To ensure that a high standard of cleanliness is maintained in the kitchen operation.
- To ensure that all the team are correctly dressed, that they understand the importance of high personal hygiene.

- To help prepare and check the departmental rotas to ensure that staffing levels are in accordance with the agreed budget. To adjust staffing levels, to meet business requirements.
- When undertaking purchasing for the department that it is within the College guidelines.
- To undertake all budgetary controls to achieve food budgets. Consideration given to stock control and rotation, purchasing, price and portion control, and wastage.
- To abide by all College and legal food safety standards.
- To ensure that all team member hold, or receive, food hygiene training.
- That all new procedures comply with food safety policy.
- All Employee relations issues are dealt both professionally and legally in a fair and reasonable manner.
- Must attend all H&S, Fire and Food Training as directed by designated Line Manager.
- Ensure that while you undertake your role you abide by the Health and Safety at Work Act 1974 and safe systems of work appropriate to your role.
- In use of chemicals, it is your responsibility to comply by COSHH.
- Understand the importance of adhering to college policy with reference to Hazard spotting, first aid reporting, and reporting accidents.
- To have a complete understanding of college procedure in the event of a fire.
- Work in co-operation with the departments. Develop and maintain effective working relations with colleagues.

### **Qualities, Experience and Qualifications**

- Catering qualification equivalent to NVQ level 3 or above.
- 3 years post qualification experience.
- Intermediate food hygiene desirable
- Previous experience in a 2 rosette or above environment desirable.
- Clean smart appearance, ability to communicate effectively, calm.