

Second Chef – Job Description

Line managed by the Head Chef and the Catering Manager

- Deputises for the Head Chef in all aspects of the role in his/her absence.
- Compilation and costings of Menus for Café and theatre lunch / dinners and producing them to a very high standard in an efficient and professional manner.
- Ordering and checking of deliveries in line with the recommended suppliers.
- Stocktaking in line with the company policy
- Food labelling and daily stock rotation.
- Liaison with the Cafe Bar /Matchams Restaurant staff.
- Monitoring of a cleaning schedule in accordance with the hygiene regulations.
- Overseeing the strict compliance with the EHO and company's Health and Safety regulations.
- Undertaking responsibilities during evacuation procedures – full training will be given.
- Undertaking other duties when requested by the management.
- To undertake such other duties as may be requested by the Catering Manager from time to time.

Chef

Essential

- Basic Food Hygiene Certificate
- Good communication skills
- Ability to work within a team or alone
- Excellent organisational skills
- Ability to work under pressure
- Ability to work with food costings for correct portion control
- Presentation to be of a high standard.

Hours Full time. Salary dependent on experience