



JOB AND PERSON DESCRIPTION

DARWIN COLLEGE
CAMBRIDGE - CB3 9EU

Registered Charity Number 1141105

JOB DESCRIPTION

Job title:	Chef de Partie
Department:	Catering
Job purpose:	Produce high quality meals within the kitchen team for college members

Specific duties:	<ul style="list-style-type: none">• Work with the Kitchen team to maintain high standards in the quality of food preparation and presentation.• Work in all areas of the kitchen depending on the daily needs of the kitchen.• Observe all College Food Hygiene Policies and implement appropriately.• Maintain the kitchen and its equipment to a high standard.• Be responsible for a section and report to the senior chefs.• Maintain a healthy awareness of current trends in food preparation and presentation• Help Senior Chefs with food ordering and storage.• Take part in training programs as and when required.• Ensure high levels of customer service are maintained when dealing with customers.• Be proactive in improving the standards of the catering department• Ensure compliance with Hygiene and Safety regulations Control and monitor waste management, portion controls, ordering etc.• Ensure that all food is stored, maintained, prepared and presented in a hygienic and secure manner.• Maintain monitoring records of the various temperature records, control of food and storage facilities• Demonstrate a professional attitude on a day to day basis in the kitchen environment• Demonstrate a methodical approach before, during and after service• Maintain good personal hygiene, wear the correct uniform at all times and comply with any instructions relating to jewellery, make-up and mobile phones etc.• Be aware of the dangers of accidents and fire within the department and the adopted procedures in case of accident or fire
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Works with:	<ul style="list-style-type: none">• Head Chef, Sous Chef, Chefs, Kitchen Porters, Butlers, College Staff
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Responsible for:	<ul style="list-style-type: none">• Maintaining high standards of food preparation and cooking
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Responsible to:	<ul style="list-style-type: none">• Head Chef
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PERSON SPECIFICATION

Qualifications:	<ul style="list-style-type: none">• NVQ 2 Professional Cookery• Knowledge of food hygiene regulations•
Experience:	<ul style="list-style-type: none">• Running a section on their own• Knowledge of current trends
Skills:	<ul style="list-style-type: none">• Good foundation of cookery and presentation skills• Knowledge of how to control and monitor stock to ensure minimum wastage.• An interest in modern food preparation and presentation methods• Modern cookery methods
Special requirements:	<ul style="list-style-type: none">• Weekend work• Competition Work

REVIEW

These job and person descriptions are non-contractual

Current incumbent:	New
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Reviewed by Head of Department:

Signature: Ivan Higney

Date: 05/01/2022