# JOB DESCRIPTION

<table>
<thead>
<tr>
<th><strong>Job title:</strong></th>
<th>Chef de Partie</th>
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<tbody>
<tr>
<td><strong>Department:</strong></td>
<td>Catering</td>
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<td><strong>Job purpose:</strong></td>
<td>Produce high quality meals within the kitchen team for college members</td>
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## Specific duties:

- 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 Health and Safety regulations, control and monitor waste management, portion controls, ordering etc.
- Ensure that all food is stored, maintained, prepared, and presented in a safe and secure manner.
- Maintain monitoring records of the various temperature records, control of food and storage facilities.
- Demonstrate a professional behaviour and attitude in the work 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.

## Works with:

- Head Chef, Sous Chef, Chefs, Kitchen Porters, College Staff

## Responsible for:

- Maintaining high standards of food preparation and cooking

## Responsible to:

- Head Chef
## PERSON DESCRIPTION

### Essential:

| Qualifications:          | • NVQ 2 Professional Cookery or equivalent  
                          | • Knowledge and understanding of food hygiene regulations  
                          | • Allergy Awareness |
|--------------------------|---------------------------------------------|

### Experience:

- Running a section on their own

### Skills:

- Good foundation of cookery and presentation skills.
- Understanding of the impacts of food products to the environment and sustainability.
- Able to contribute to a positive working environment

### Special requirements:

- Weekend, evening working, and overtime as required.

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**REVIEW**

*These job and person descriptions are non-contractual*

Current incumbent:  New

Reviewed by Head of Department:  

Signature: Ivan Higney  

Date: 13/8/24