



ST BENEDICT'S SCHOOL
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School Chef

<p>The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</p>	
<p>Summary of the role:</p>	<p>To work as part of the Catering team to ensure the provision of the highest quality food for students in particular, staff and internal hospitality events whilst working to a cost-effective level-</p> <p>The successful candidate will support the Head Chef in developing a diverse range of dishes across all sections of the kitchen, with the opportunity to take a lead role in the vegetarian or pastry/dessert areas. They will help create and prepare appealing menus for students, staff, and internal hospitality events, contributing to both day-to-day service and special functions</p>
<p>Hours of work:</p>	<p>Monday to Friday 7:00-14:30 with occasional evenings, term time only, permanent.</p>
<p>Reporting to:</p>	<p>Head Chef</p>
<p>Line management responsibility for:</p>	<p>n/a</p>
<p>Main Duties and Responsibilities:</p>	<ul style="list-style-type: none">• Prepare, cook and present food to the highest standard. Help prepare snacks and food for break time. Assist Head Chef with any prep when necessary.• Ensure recipes are within the set cost per portion as agreed with the Head Chef and adhere to strict portion and waste controls.• Order the necessary ingredients while maintaining effective stock control.• Ensure the required standard of food hygiene and health and safety is met at all times and work strictly to the allergy awareness procedures.• Assist with the preparation of menus for school lunches.• Liaise with and work harmoniously with the whole catering team.• Work as part of a team to provide a good working environment promoting a positive attitude and pride in work produced.• Behave in an appropriate manner to all members of the school.

	<ul style="list-style-type: none"> • Adhere to time schedules in preparation and cooking of foods. • Comply with the Food Safety Act and general Food Hygiene regulations. • Comply with Health & Safety Regulations, including COSHH, the correct use of PPE (Personal Protective Equipment) at all time, and fire precautions. • Participate in any training to improve your standards of performance. • Accept a flexible attitude towards work and to understand that the requirements of the post may vary and develop depending on changing circumstances within the school. • Any other reasonable requests from Head Chef or Senior Management. <p>While every effort has been made to describe the main duties and responsibilities of the post, each individual task necessary for the successful performance of the role may not be specifically identified. You may therefore be required to undertake other tasks and duties that are commensurate with the grade and nature of the role and/or in the reasonable discretion of the school.</p>
<p>Safeguarding responsibilities:</p>	<p>All staff who come into contact with children and young people have a responsibility to safeguard and promote their welfare and should know what to do if they have concerns about safeguarding and child protection issues.</p> <p>Report any concern to designated safeguarding team member.</p>

Person Specification			
	Essential	Desirable	Method of Assessment
<p>Qualifications</p>	<ul style="list-style-type: none"> • Literate & numerate • 706/2 or NVQ2 chef qualification, or equivalent • Food Preparation and Cooking 	<ul style="list-style-type: none"> • Level 2 Food Hygiene Certificate 	<p><i>Production of the applicant's certificates.</i></p> <p><i>Discussion at interview.</i></p> <p><i>Independent verification of qualifications.</i></p>

Experience:	<ul style="list-style-type: none"> • A progressive and demonstrable career in the catering industry. • Strong understanding of current food trends and a real passion for food and service. • Proven ability to work within set budgets and accurately cost and plan menus. 	<ul style="list-style-type: none"> • Previous experience in educational catering is highly desirable. 	<i>Contents of the application form.</i> <i>Interview.</i> <i>Professional references.</i>
Skills	<ul style="list-style-type: none"> • Good interpersonal skills and ability to communicate effectively with children, customers, and staff and working as a part of the team • Ability to work well under pressure • Multitasking in a high-pressure situation 		<i>Contents of the application form.</i> <i>Interview.</i> <i>Professional references</i>
Knowledge	<ul style="list-style-type: none"> • Solid knowledge of food safety and health & safety standards. • Good knowledge of food production methods, nutrition and allergy awareness 		<i>Contents of the Application Form.</i> <i>Interview.</i> <i>Professional references.</i>
Personal competencies, qualities, attitude and behaviors	<ul style="list-style-type: none"> • Ability to achieve performance criteria, with particular regard to hygiene • Positive approach to learning in role • Sense of own initiative • Ability to work effectively as part of a team • Flexible approach to role • Excellent communication and teamwork skills. • Highly motivated, enthusiastic, and committed to delivering exceptional food experiences. 		<i>Contents of the Application Form</i> <i>Interview</i> <i>Professional references</i>