

THE BISTRO QUARTERS JOB DESCRIPTION



JOB TITLE	Part-time Breakfast Chef	
LOCATION	Brunswick House, 499 Etruria Road, Newcastle-under-Lyme, Staffordshire ST4 6JR	
LINE MANAGER	Executive Head Chef	
HOURS OF TRADING	Open 08:00 - 23:00. 7 days per week.	CONTRACTED HOURS A minimum of 20 hours per week. Shift rotation is 5 days out of 7.
HOLIDAY ALLOWANCE	30 days paid holiday per annum, including all statutory and bank holidays. Reviewed each January and adjusted accordingly on a pro-rata basis for part-time hours.	
BENEFITS	Use of salon out of hours for authorised, complimentary staff treatments. Discount off food in the Bistro (excluding Saturdays, Sundays and after 6pm on Fridays).	
POSITION SUMMARY	<p>We at Beauty and the Bistro are looking for a dynamic, versatile and highly qualified part-time Breakfast chef for our Bistro</p> <p>Responsibilities include management of the Kitchen during breakfast service, preparing and delivering the breakfast menu on a day to day basis, maintaining extremely high food hygiene standards, controlling stock and wastage and helping to run a smooth and hassle free service</p>	
PRIMARY RESPONSIBILITIES		
Take responsibility for all aspects of health & safety and food hygiene	Maintain an assertive but respectful manner while dealing with all members of the kitchen and FOH staff	
Manage and control a kitchen through service when the Head Chef is not there	Ensure high quality service is delivered through each service	
Ensuring an extremely high standard of execution quality	Full understanding and practice of stock management and wastage control	

PERSONAL ATTRIBUTES

ESSENTIAL

DESIRED

QUALIFICATIONS & TRAINING

- Must hold certifications in Health & Safety and Food Hygiene
- Trained to an extremely high standard in a fast paced environment

- Any of the following qualifications are advantageous:
 1. City & Guilds diplomas in professional cookery
 2. BTEC HND in professional cookery
 3. A foundation degree in culinary arts

EXPERIENCE

- Minimum Kitchen Management: 1 year.
- 3 to 4 years relevant experience.
- Four years experience in quantity food preparation and presentation, ideally in a fine dining environment

- Ability to pick up tasks fast and efficiently.
- Experience within a 'fine dining' environment.

QUALITIES & ATTITUDE

- A positive, enthusiastic and friendly attitude towards others, no matter what 'level' they are within the team.
- A friendly, positive, caring attitude towards clients and colleagues.
- An effective communicator with excellent customer service skills and the ability to build effective relationships at all levels.
- Excellent organisational skills.
- Copes well in a fast paced and stressful environment.

- Excellent customer service skills.
- An eye for creative and innovative presentation.
- Excellent attention to detail.

COMPETENCIES

Strong organisational skills.

Strong people management skills.

Excellent interpersonal skills.

Strong multi tasker and enthusiastic about training and developing other chefs.

A conscientious approach to the role.

Customer service focus.

PREPARED BY

NAME

Jessica Tams

SIGNATURE:

DATE

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POSITION/TITLE

Managing Director

RECEIVED ON

__ / __ / ____

GIVEN TO

(NAME OF STAFF MEMBER)

Please Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the business. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.