

JOB DESCRIPTION
Senior Chef
Vacancy Ref: M142

Job Title: Senior Chef	Present Grade: 4
Department/College Hospitality	
Directly responsible to: Head Chef	
Supervisory responsibility for: Chefs, Cook, Porter, Part time and Casual Staff.	
<p>Other contacts</p> <p>Internal: Head of Hospitality, Executive Chef, Assistant Hospitality Managers, FOH Supervisors, General Assistants, Staff and Students.</p> <p>External: Conference delegates and visitors.</p>	
<p>Major Duties:</p> <ul style="list-style-type: none"> • To prepare food to the highest standard by following recipes and assisting in developing and maintaining our SOP's (Standard Operating Procedures). Follow presentation guidelines and assist in ensuring menus are costed accurately as directed by the Head Chef. • To maintain excellent customer relations and to constantly strive to improve customer service. • Assist with ensuring the kitchen is correctly stocked in line with the business level to ensure minimum waste. • To assist with the monthly stocktaking process and achieve budgetary requirements. • To correctly use equipment in line with departmental procedures. • To work within EHO, COSHH, and University Health and Safety guidelines. • To ensure the completion of daily compliance logs * • To wear uniforms at all times in line with departmental policy • To maintain a high standard of personal hygiene and work in a clean and tidy manner. • To attend relevant training courses as directed by the department or university • To undertake any other duties commensurate with the position or grade. • The position will require you to be based in our main production kitchen but also to work across campus in a variety of kitchens as required • The work will include some evening and weekend work in line with business demands 	

