



The Royal Hotel

Job Profile

Position Title:	Chef		
Contract type:	Permanent /Full-time	Working Pattern:	Shifts/Split Shifts/ Weekends evenings
Reports to:	Duty Manager	Location:	Cookstown
Rate:	To be discussed – Dependent on experience & Length of Service	Hours of work:	30 Hours – Maybe more dependent on business requirements

Job Purpose

To work as part of the kitchen team. To prepare food that conforms to company and kitchen standards and be responsible for the day to day running of a given section within the kitchen.

Main Responsibilities

	<ul style="list-style-type: none"> • On a daily basis check with the Senior Chef on duty as to the work that needs to be carried out that day. • To ensure work area is kept to a hygienic and safe state at all times • Assist in the smooth running of the kitchen service. • Dishes are to specification with no over portioning . • Staff Food policy is followed with no unauthorized food leaving the kitchen • Prepares food for service appropriate to sales levels • All deliveries to be checked and signed for, where this is not possible a record must be placed onto the delivery note • All sub standard food should be brought to the attention of the Senior Chef on Duty. • Stock rotation is followed and all store rooms/ fridges and freezers are in order • Controls wastage and records • Queries and issues relating to dishes, menus and suppliers are cascaded to the senior managers
Team Work & Communication	<ul style="list-style-type: none"> • To behave in a friendly and hospitable manner to all guests, customers and staff. • Pro-active in problem solving • Can work on own initiative to deal with problems and opportunities & report to senior managers as is appropriate. • Verbal communication is key to every Chef especially during peak business • To support colleagues at all times to ensure team-work is maintained
Delivery of Food Service	<ul style="list-style-type: none"> • Ensure all dishes are to company specification. • Ensure all company recipes and preparation requirements are met. • Ensure temperature, seasoning and flavour are to specification • Ensures readiness for service and the pace is set for peak trade. • Ensure all food is presented for service in a timely manner and in correct sequence. • Ensure that the storage of food meets company and statutory health and safety requirements

	<ul style="list-style-type: none"> • Deal with any customer returned food in a timely manner
Delivery of Company Standards	<ul style="list-style-type: none"> • Deliver the company kitchen standards as per Health & Safety guidelines. • Comply & implement all Health and Safety and Food Hygiene requirements. • Ensure temperature records and food labelling are maintained and up to date • Ensure the kitchen is clean and hygienic, making sure cleaning rotas are adhered to and records kept • Ensure all food is served to specification. • Ensure the kitchen uniform and personal hygiene requirements are adhered to • Ensure the kitchen runs smoothly on a daily basis & is adequately stocked with all necessary goods. • Promote a positive perception of the company at all times both internally & externally • Attend company training and meetings as and when requested • To arrive at work at the correct time and in the correct uniform manager ensuring it is in immaculate condition. • Report any illness, open sores, diarrhoea, vomiting, nausea, to the chef in charge or the duty • To maintain your personal equipment used to fulfil your job i.e. knives, shoes to the required standards of Hygiene
Health and Safety	<ul style="list-style-type: none"> • Maintain a tidy personal appearance and the highest standards of personal hygiene at all times • To act in accordance with all Health & Safety and Hygiene regulations and to adhere to the Company's Health & Safety policy • Ensure all duties are undertaken in line with organisational policies and procedures • To comply with and act in accordance with all Company fire regulations and to adhere to the Company's fire policy.
Flexibility	<ul style="list-style-type: none"> • You may be required to undertake and other reasonable duties commensurate with your role • As the public holidays are the most hectic times of any busy hotel all chef's are expected to be available to work during these periods. • Work as part of a Hotel team to ensure the needs of other departments and the overall business are met

These responsibilities are not exhaustive and any will be reviewed periodically and changes / adjustments may be made.

Essential Criteria

- Team work; be able to work effectively as part of team within a busy environment, with the flexibility to help out with other areas as required and always showing other staff and customers respect and honesty
- Good communicator; be able to communicate confidently and clearly with staff and customers
- Customer service: be friendly, helpful and attentive to customers - going the extra mile to meet and exceed their expectations
- Willing and able to work unsocial hours, shifts / split shifts
- Punctual timekeeper
- Access to transport
- Willing and able to undertake cleaning duties and manual handling as required

Desirable

- Previous experience of food preparation & service
- Experience of working within a busy hotel environment
- Food hygiene certificate
- Knowledge of manual handling and general health and safety