JOB DESCRIPTION

Job Title: Chef de Partie

Responsible to: Executive Head Chef

Overall Objective: To prepare, cook and serve meals that meet the standards set by the Executive Chef.

Essential Job Functions

Food Production

1. Helps create, prepare and cook the assigned dishes as per recipe specification.
2. Participate in the development and design of seasonal menus.
3. Assess all dishes before leaving kitchen for taste, presentation and food quality.
4. Control food cost with minimum wastage including correct food preparation and handling of leftover food items.
5. Ensure safety and security is adhered to at all times.
6. Maintains personal tidy appearance and works in a hygienic manner.
7. Keeps control of his/her responsible station and report low stock levels to shift supervisor.
8. Be fully aware of all health, safety and security issues associated with work area.
9. To understand and be aware at all times of food costs and percentages and understand how daily departmental costs influence profit and loss results.
10. Ensure minimum wastage by correctly handling surplus food after service.
11. Assist at private dinners as required.

Quality

1. Ensures work station and kitchen environment e.g. store rooms, fridges spotlessly clean.
2. Completing quality control checks according to HACCP regulations.
3. Perform cleaning tasks as per schedule and record.
4. Adhere to uniform, personal hygiene and appearance standards within the kitchen and servery areas.
5. Assist in the control of food costs as directed, trained by senior chefs.
6. Conducts quality checks of goods received, proper storage of raw and cooked foodstuffs in compliance with food hygiene requirements.

Supervision

1. Assist with training of junior chefs and their development within the kitchen team.

Communication

1. Teach junior chefs and apprentices new skills.
2. The Chef de Partie should help to maintain effective communication within the kitchen and assist in resolving problems.
3. Maintain effective working relationship with food and beverage management and other departments.
4. Is customer-oriented and able to converse with diners.
5. Maintain a detailed knowledge of the full menu and be able to explain dish descriptions including allergens.
6. Report all machinery faults e.g. coolers/freezers and promptly inform senior chef on duty. E.g. call-out, visual check of trip switch/fuse.

Authorised … Executive Head Chef … Date … 8.9.21 …