TRINITY COLLEGE

**JOB DESCRIPTION**

**JOB TITLE: CHEF DE PARTIE**

**RESPONSIBLE TO: HEAD CHEF**

**REPORTING TO: SECOND CHEF AND THIRD CHEF**

**Qualifications: City & Guilds 706 Parts 1 & 2 or NVQ equivalent**

**CIEH level 3 award in supervising food safety in catering**

 **Allergen training - Refreshed Annually**

**OUTLINE OF RESPONSIBILITIES:**

Assist in the preparation of all meals to the correct standards set by the Head Chef or Second Chef.

**DUTIES:**

* Run and supervise any kitchen section to the required standards set by management.
* Ensure all preparation of the designated section is complete and ready for each service.
* Responsible for orders and maintaining good stock and waste control
* Responsible for the quality control of stock and prepared foods
* Execute cooking to the expected high standard.
* Ensure the cleanliness and organisation of the designated section, including fridges is monitored and maintained to the required standard.
* Support head chef and sous in delivering required standard of food, and kitchen operation.
* Assist in any other tasks identified by the Head Chef, Second or Third Chef**.**
* Effectively delegate jobs to junior chefs and apprentices.
* Support junior chefs and apprentices in their development and carry out on the job training of trainees
* Maintain a positive and proactive attitude at all times.
* Actively seek to improve skills and achieve personal development.
* Compliance with Health and Safety and Environmental Health Regulations at all times in conjunction with the College Health and Safety Policy and procedures.
* Perform other duties as assigned by management.
* Comply at all times with the Staff Code of Conduct.
* Comply with the provisions of your contract and any of Trinity Colleges policies.
* Set an example for junior members of staff.
* Seek to ensure at all times that all visitors or guests on our sites have the best experience possible.
* To lead a section in the preparation of meals in part or full.
* Responsible for the final presentation, taste and appearance of food.
* To liaise and work harmoniously with the SCR/Hall Steward.
* To undertake any further training as required by the College.