# Chef

Responsible to Kitchen and Assistant Café Manager

Responsible for None

Grade B

Location WHCF

# Purpose

To work with the kitchen manager and whole café team to ensure that the café functions efficiently and effectively, by maintaining high standards of cleanliness and organisation, producing delicious, sustainably-made food and delivering excellent service to the local community in a clean, safe & welcoming community space while assisting in the operation of the Farm Café in a manner that is financially profitable and meets the aims and objectives of Windmill Hill City Farm.

# Main Duties and Responsibilities

### Operational responsibilities

* To prepare, cook and serve tasty, nutritious, beautifully presented food to a high standard.
* To adhere to the Café’s Safe Methods, ensuring best food safety practice is followed at all times, including adhering to allergy and food safety legislation & training.
* To ensure that the café and front of house are clean, tidy and welcoming at all times, following agreed cleaning checklists and procedures, and completing related records.
* To provide an excellent service to all customers and to develop and maintain good customer relationships.
* To cater for large groups of people, including corporate groups and volunteers; maintaining consistency, presentation and a high standard of service.
* To place orders and maintain stock levels, while adhering to the Café’s Sustainability and Sourcing Policy
* To maintain the kitchen and equipment to appropriate clean and hygienic standards, maintaining safety and security, and ensuring that it meets all statutory requirements.
* To assist with developing menus, in co-operation with the Kitchen and Assistant Café Manager, in keeping with the Café’s values and vision.
* To provide holiday and sickness cover where appropriate.

### General

* To provide cover for holiday and sick leave and have a flexible approach to teamwork, including being available at weekends and occasional evenings;
* Abide at all times by the Farm’s policies;
* Attend staff meetings and supervision sessions as required;
* To work within and to promote the aims and objectives of the City Farm, and to present a positive image of the farm to the public;
* Carry out any other duties commensurate with the responsibilities of the post, as required, including fulfilling the roles of other areas of the café.
* To work positively with supported and independent volunteers and those on work placements.
* To ensure that the output and quality of your work is of the highest professional standards.

### Person Specification

* Organised and thorough, taking pride in a tidy and efficient workspace.
* A good knowledge of food safety, hygiene, & allergen legislation.
* A friendly, approachable manner and a good attitude to teamwork.
* A commitment to working within the ethos of Windmill Hill City Farm.
* Commitment to Equal Opportunities.
* A good working knowledge of food safety, hygiene, health & safety legislation
* Good time management and organisational skills
* Legally entitled to work in the UK and will be required to provide CRB check
* Honest and trustworthy, with sound work ethics
* Respectful & supportive within a team
* The ability to be flexible