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| **Job Title** | Chef/Cook |
| **Reports to** | Catering Manager |

**Job Purpose**

Our Chefs/Cooks hold a key role within the College, and have an important part to play in making the boys’ experience of College life as good as it can be. As a Chef/Cook you will be responsible for the catering of boys and staff within the Boarding House. You will also provide cover in other Houses as and when required.

As a member of the Boarding House community you will also have the opportunity to be actively involved in the life of the House, for example through involvement in boys’ sports, plays and musical productions.

**Key Tasks and Responsibilities**

* Assist in the preparation, cooking and service of all mid-morning and afternoon snacks, other adhoc cooking/baking, special meals for parents, boys or staff, BBQ’s in the Summer etc
* Preparation, cooking and service of all additional house functions to a high standard
* Completion of the daily food safety and allergen paperwork as required by Eton College Food Safety Management System and Food Hygiene Policy
* Assist with ordering of food as required
* Assist in the cleaning down of the kitchen and pantry each day
* Support all aspects of production and presentation of service, having regard for delivering high standards of health and safety, hygiene, nutritional value and allergen control and ensure non-compliance is reported in your kitchen to the Catering Manager
* Assist in a monthlystock take
* Adhere to all parts of Eton College Food Hygiene Policy and Food Safety Management System
* Attend all annual training as requested and required by law and The College
* Be flexible to work across the Catering operation in the College as required
* To work with the House Master, Dame and boys to increase the boy’s nutritional awareness;
* Undertaking any other reasonable duties to help facilitate the smooth running of the Boarding House catering services.
* Commitment to equality, diversity & inclusion
* Commitment to safeguarding and promoting the welfare of children

**Skills and Competencies Desired**

You may enjoy this role, if you are/have:

* Experienced Assistant/Junior Cook/Chef
* Qualified to Level 2 Professional Cookery and/or equivalent experience
* Level 2 in Food Hygiene Certificate
* Experience of allergen control
* Clear understanding of Food Hygiene legislation
* Ability to co-ordinate and deliver event hospitality
* You have a flexible approach to work and a ‘can do’ attitude
* You have great attention to detail and take pride in your work – you’re keen to deliver the highest possible standards and you understand the impact your work has on boys who are away from home, especially boys who have recently joined the College and who are in unfamiliar surroundings
* You enjoy working as part of a team and you are happy to get stuck in and support your colleagues
* Ability to nurture a good working relationship with other departments
* You’re able to work unsupervised and use your own initiative
* You have good verbal communication skills
* You have good time management skills, well presented and have the ability to prioritise

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| **Potential Career Progression** |
| We are keen to help our employees progress their careers. For those who would like to increase their level of responsibility, there is scope to develop and move to an Assistant Head Chef role, Head Chef role or equivalent position. There are also a variety of other roles within the College, which you could move into, depending on your skills and experience. |