

Chef de Partie - Kitchen Assistant

Job Description

Job Title: Chef de Partie – Kitchen Assistant
Reporting to: Head Chef
Responsibilities: To support the effective management of the Kitchen at Nightingale Community Academy
Working with: Leadership team and all staff

Purpose of the post:

Work as part of a team preparing fresh interesting and nutritious school meals within budget and which meet Government and the School standards at all times. At Nightingale Community Academy, we provide healthy and nutritious meals to learners who at times have a limited palate, or just never experienced different types of foods. We offer our dishes as part of our 'Farm to Fork' programme where the school farm provides many fresh ingredients. We want our team to involve the learners in the running of the kitchen and in preparation of food as part of our vocational curriculum. You will support by the preparation of service areas and equipment in the service area for the efficient and effective delivery of meals and catering services as well as cleaning of catering areas and kitchen equipment to the required standards.

Main Duties and Responsibilities

- Prepare meals in accordance with an agreed seasonal 3 week menu cycle.
- Prepare menus in accordance with the school food standards allowing for allergen issues, specific dietary and cultural requirements.
- Ensure full adherence to recipes, food presentation standards and portion control.
- Ensure that meals are presented and served in an attractive way
- Assist with the creation of menu ideas for discussion with the Head Chef.
- Work to deadlines to ensure meals are served promptly
- Support the school's emphasis on health and wellbeing
- Encourage children to select a balanced meal.
- Support projects such as the vegetable and herb garden and food recycling projects.
- Prepare the dining area, which may include moving and setting up furniture, setting trolleys and dismantling as required.
- Ensure sufficient supplies throughout the service period.
- Monitor control and reduce food waste
- Ensure a high standard of hygiene and cleanliness that complies with service standards and statutory requirements.
- Display and maintain a high standard of personal hygiene.

- On occasion and with agreement, to assist with food preparation and support special events which may be outside normal hours.

Cleaning and General Tasks:

- Clean on a daily basis all catering areas to the required standard.
- Attend to the cleanliness of storage areas, including fridges and freezers.
- Ensure cutlery, crockery serving utensils, containers, tables and all other catering equipment is clean and maintained in good condition
- Ensure that deliveries are put away in rotation.
- Take all necessary steps to ensure the maximum security of kitchen supplies and equipment
- Inform the Head Chef of any defects with equipment or of failure to meet Health and Safety Standards or Food Hygiene Regulations.
- Ensure that policies and procedures with regard to health, safety and hygiene are adhered to at all times.
- Ensure all kitchen equipment is maintained in good condition
- Wear the correct uniform at all times
- Assist in cooking classes and be able to accurately impart culinary skills
- Work with the Head Chef in preparing food related tasks and exercises for students
- Work with the Head Chef on recipes and menu ideas
- Liaising with co-workers regarding world cuisines and new skills
- Attend training sessions and meetings as required.
- Work as part of a team contributing to the aims and values of the Kitchen and the School.
- Seek guidance from the Head Chef & Food Educator as appropriate.

General

- Undertake any other duties commensurate with the level of the post, as required to ensure the efficient and effective running of the School kitchen.
- Display a commitment to OHC&AT's Equality, Diversity & Inclusion Policy
- Be able to work within Health & Safety standards and Food Hygiene regulations.

This is a description of the main duties and responsibilities of the post at the date of production. The duties may change over time as requirements and circumstances change. The person in the post may also have to carry out other duties as may be necessary from time to time.

General requirements:

- a) Enhanced DBS Check.
- b) To assist in furthering equalities in both service delivery and employment practice.
- c) To assist in promoting and safeguarding the welfare of children, young and vulnerable people that you are responsible for or come into contact with.

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Person Specification

Please state, **in numerical order**, how you meet the selection from the advertisement and job description. Candidates will be short listed entirely on the basis of the extent to which they meet the criteria in their application form. Please ensure that you address every aspect, in turn, and number them under each heading.

All elements are essential unless otherwise stated. Where 'desirable' is stated, only comment if you have the appropriate skills or experience. Desirable criteria may be gained after employment with the academy.

Please ensure that your supporting statement is **no more than two sides of typed A4.**

AREA	REQUIREMENTS	DESIRABLE
Qualifications	Food Hygiene Certificate at Level 2 NVQ in Food Preparation and Cooking English and Maths at GCSE Grade 4 or above or Functional Skills Level 2	
Experience	Experience of working in a commercial kitchen Experience of preparing fresh, interesting and nutritious meals Experience of cleaning catering machinery and light equipment.	Experience in supporting behaviour and use of de-escalation strategies following a person centred approach.
Professional Skills	Ability to work successfully on own and with a team with little day to day supervision. Evidence of knowing how to evaluate one's own strengths and weaknesses.	
Knowledge	Good understanding of multiple cooking methods and an understanding of correct cooking procedures such as blanching, searing, grilling, steaming browning, sautéing	

	<p>Understand the needs of pupils with special dietary requirements and allergens</p> <p>Awareness of required cooking temperatures and log these if necessary</p>	
<p>Skills</p>	<p>Ability to communicate knowledge of food preparation and produce</p> <p>Able to identify and prepare fresh fish, meat, bake fresh breads and pastries.</p> <p>Able to cook savoury dishes and be willing to learn and/or improve on existing knowledge.</p> <p>Ability to communicate and relate well with colleagues and children in a polite professional and friendly manner at all times.</p> <p>Ability to read, follow and complete simple instructions, such as cleaning rota, work rota, temperature control.</p> <p>Able to understand seasonality and seasonally appropriate foods</p> <p>Ability to work on multiple tasks of varying difficulty through the day.</p> <p>Work effectively in a busy and hectic environment.</p> <p>Ability to count dinner plates, cutlery and food portions.</p>	
<p>Philosophy</p>	<p>Commitment to the provision of high quality education and pastoral care for all learners.</p> <p>Expectation of high learner achievement.</p> <p>Commitment to the safeguarding of children and young people.</p>	

	<p>Evidence of understanding and commitment to equality of opportunity and respect for learners' individual differences.</p> <p>Commitment to family partnership in education and developing links between school, home & the community.</p> <p>Demonstrate a willingness and enthusiasm for training and progression.</p>	
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