

MANIC MONSTERS LTD

Job Description

Job Title: Chef Assistant

Reporting To: Chef/any Manager/Directors/HR Administrator

Main Duties

1. Maintain high standards of hygiene and ensure all temperature charts and records are completed in accordance with current legislation.
2. To assist in the preparation of cooking all types of meals for customers and staff, following menus and standards set out by the Directors of Manic Monsters.
3. Ensure that food is kept in the correct conditions and is served at the highest quality possible.
4. Cover the duties of the Chef in their absence e.g. rest days, annual leave or sickness.
5. To assist in the training and supervision of the Kitchen Assistant.
6. To ensure that all kitchen equipment is in good repair before use, reporting any faults to management.
7. Assist with any other reasonable task as requested by the Chef, Duty Manager or Director.
8. Attend, and participate in training sessions and staff meetings.
9. All employees are required to be aware of their responsibilities towards Health and Safety, to adhere to Fire Regulations and to undertake mandatory training with the required time frames.
10. Staff are asked to maintain the confidentiality of personal information regarding staff and customers.

Notice

This job description broadly outlines the requirements of the post, but may be subject to review with the post holder. The post holder will be expected to adopt a flexible approach to the appointment and may be required to work in other areas of the department, carrying out duties appropriate to that section.

General

Manic Monsters operates a no-smoking policy and the post holder should either be a non-smoker or be prepared not to smoke in the premises or when on Manic Monsters business outside of the premises.

Person Specification

Skills/Abilities

At least one years catering experience

Demonstrate ability in creating nutritious, well balanced and attractive meals

Ability to work well within a team

Ability to show initiative

Qualifications, training and education

NVQ Part 1 or equivalent is desirable

Basic Food Handling Certificate

Experience

At least one years catering experience

Other requirements

Flexible approach to work

Working hours

9-6.30pm two days per week, including one weekend shift.

Extra hours often available

This role may be subject to a DBS check