



B R O O M E

P A R K H O T E L

Sous Chef

Full-time

Salary: £27,000.00 to £28,000.00 /year

Job Description

Deputise in the absence of the Head Chef and run the kitchen in the most professional, efficient and cost-effective manner, complying with legal requirements and company policy.

- To facilitate the smooth running of the Kitchen ensuring that all areas of the Kitchen are maintained to the hotel Standard.
- To order the correct amount of raw and processed ingredients necessary to fulfil the requirements of each function.
- To supervise and co-ordinate the Kitchen service with other Hotel departments.
- Deal with staff queries, solving any problems concerning the Kitchen.
- To co-ordinate and execute training of kitchen staff.
- To cook any food on a daily basis according to business requirements.
- To ensure allocated food costs are maintained and wastage is kept to a minimum.
- Direct supervision over all employees engaged in the Kitchen operation.
- To liaise closely with the Banqueting sales team to monitor any changes to event numbers or menus.
- To write and check standard recipes for all dishes to ensure proper portion control, uniformity of taste and quality for approval of the Head Chef.
- To ensure that personal hygiene is maintained by all kitchen staff as stated in the hotels hygiene manual.
- To instruct on the correct usage of kitchen equipment and machinery and check that this is carried out in the correct manner by all kitchen employees as set out by the Health & Safety regulations and correct the usage if necessary.
- To report any problems regarding failure of machinery and small equipment to the Head Chef and to follow up and ensure the necessary work has been carried out.
- To observe the legal requirements in respect of Health & Safety.
- To work with computers e.g. ordering system.
- To check daily market orders regarding fish, meat, vegetables, fruits and cheese.



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- To write requested menus and show to the Head Chef for approval. – to make copies for kitchen – to discuss and organize menu with kitchen staff.
- To be present and help in preparation of food during the day in the kitchen.
- To make a display of the daily event orders, inform the Head Chef for checking and explain to staff where applicable.
- To be fully responsible for all food which leaves the kitchen during the entire service: – presentation and taste – correct food cost percentage of dishes with no wastage – hygiene
- To place orders for daily dry stores, wine and for fish, meat, fruit and vegetables in an appropriate manner.
- To monitor with the Head Chef matters regarding to annual leave, statutory holidays, public holidays and compensatory holiday entitlements.
- To ensure that the Departmental Information Board is kept up to date and tidy.

Person Specification Experience and Skills:

- Excellent knowledge of traditional, western and international cuisine, pastry work, kitchen administration and banqueting.
- Experience in a similar position in five-star standard hotels for at least four years.
- Very good knowledge of interviewing skills, First Aid training, and Health & Safety regulations.
- Able to deal with day to day problems within the Department and other Departments regarding scheduling, annual leave, etc or clean silver, China supplies or food supplies.
- 3 years apprenticeship, culinary institute or similar education.
- Able to motivate staff and have a good rapport with staff.
- Must maintain a positive attitude at all times.
- Excellent level of written and verbal English.
- Needs to demonstrate flexibility and co-operation and be open-minded to the views of others.
- Outstanding attention to detail.
- Immaculate personal presentation.

Due to the remote location of the hotel, own transport is essential