

**JOB DESCRIPTION FOR CHEF DE PARTIE - ELITE ATHLETE CENTRE & HOTEL
MAY 2024**

A list of job duties associated with your job title is set out below. This job description is non-contractual, and the Company reserves the right to amend, withdraw or depart from its provisions at its discretion. Subject to the Company's business requirements you may be required from time to time to undertake other work within your capacity and the Company reserves the right to amend the job title and/or job description from time to time, on a temporary or permanent basis, to reflect your own development or the Company's business needs.

Job title	Chef de Partie- Elite Athlete Centre
Band	B3
Team	Operations
Purpose of role	To assist the Head Chef and kitchen team in developing exceptional nutrition offerings and dining experiences for our guests. Responsible for the preparation and presentation of meals, ensuring they meet the nutritional requirements and high standards expected.
Reports to	Head Chef/Sous Chef
Manages	n/a
Main duties	<p>Food preparation and cooking</p> <ul style="list-style-type: none"> - Prepare and cook dishes to the highest quality, following recipes and specifications provided by the Head Chef. - Ensure that all dishes are prepared in a timely manner and meet the dietary needs of guests, including sporting teams and individual athletes. - Maintain consistency in food quality and presentation. <p>Collaboration and team working</p> <ul style="list-style-type: none"> - Work closely with the Head Chef, Sous Chef, and other kitchen team members to ensure smooth kitchen operations. - Assist in the training and mentoring of Commis Chefs and kitchen porters. - Participate in team meetings and contribute ideas for menu development and improvements. <p>Operational efficiency</p> <ul style="list-style-type: none"> - Assist with inventory management, including receiving deliveries, checking quality, and proper storage of food items. - Ensure that all kitchen equipment and work areas are clean, sanitised, and well-maintained. - Follow and enforce HACCP guidelines and food safety protocols.

	<p>Menu execution</p> <ul style="list-style-type: none"> - Execute menu items as directed by the Head Chef, ensuring all dishes are prepared according to nutritional requirements and guest expectations. - Provide input on menu development, particularly in the area of specialty dishes and dietary needs. <p>Guest satisfaction</p> <ul style="list-style-type: none"> - Engage with guests as needed, providing information about menu items, and addressing any dietary concerns or special requests. - Maintain a professional and positive demeanour when interacting with guests. <p>Imago vision and values</p> <ul style="list-style-type: none"> - Live the Imago values by embodying integrity, excellence, collaboration, and respect in all aspects of work. - Contribute to Imago's vision and mission of creating a place where people love to be, ensuring a positive and vibrant atmosphere within the Elite Athlete Centre & Hotel.
<p>People skills</p>	<ul style="list-style-type: none"> • Excellent communication skills with the ability to communicate effectively and listen to guests and team members. • Strong teamwork skills, with the ability to take direction and support team members. • Good judgement skills to make sound decisions and proactively solve problems. • Honesty and integrity to be able to build trust with hotel guests and team members.
<p>Technical skills</p>	<ul style="list-style-type: none"> • Proven experience in a similar role within a busy high-quality kitchen operation. • Strong understanding of nutrition principles and experience in preparing meals for athletes or similar clientele. • Proficiency in food preparation, cooking techniques, and food safety protocols. • Familiarity with kitchen operations, including inventory management and HACCP guidelines.
<p>Qualifications & Experience</p>	<p>Level 2 Food Hygiene Qualification or above.</p>

I have given a copy of the above to (insert name) and have explained all aspects of it.

Manager's Signature: _____ Date: _____

I confirm that I have been taken through the above, understand it and have received a copy of it.

Employee name (please print) _____

Employee's Signature: _____ Date: _____