

## JOB DESCRIPTION FOR COMMIS CHEF 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	<b>Commis Chef</b>
Band	B2
Team	Operations
Purpose of role	<p>To support the kitchen team in providing the day-to-day kitchen operations within high-quality catering at each venue. Responsible for the upholding of food safety practices, quality, production, customer satisfaction and maintaining standards. To be a fully committed ambassador driving our six key company values and championing our people and planet philosophies</p> <p>As an Imago Team member you will ensure you follow our three golden rules at all times:</p> <ol style="list-style-type: none"> <li>1. Say hello to every guest and team member</li> <li>2. Never walk past a bad standard</li> <li>3. Never say no.</li> </ol>
Reports to	Head Chef
Manages	N/A
Main duties	<ul style="list-style-type: none"> <li>● Follow all standard operating procedures and recipe cards to ensure all food prepped and produced is of the required standard.</li> <li>● Responsible for the upholding of food safety standards in line with the assured self-catering.</li> <li>● Accountable for the safe production of food following all allergens, matrix and safe working practices.</li> <li>● On a daily basis ensure all logs, hygiene policies and cleanliness tasks are completed.</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure your working areas are organised, clean and tidy at all times.</li> <li>• Work closely with the kitchen team to deliver on all business needs.</li> <li>• Work closely with front of house to support the food and beverage offering.</li> <li>• Other duties and responsibilities appropriate to the level of this post.</li> </ul>
People skills	<ul style="list-style-type: none"> <li>• Positive, open-minded outlook, passionate about food, flexible, and responsive to changing customer and team needs</li> <li>• Strong communication skills. Ability to communicate effectively and listen to guests and team members</li> <li>• Good judgement skills to determine reactions and responses and to make sound decisions</li> <li>• Confidence to be able to build trust and relationships with hotel guests and team members</li> <li>• Support problem solving to be able to deliver a perfect outcome with ever changing information and requests within the operation.</li> </ul>
Technical skills	<p>Experience working as a chef in a busy kitchen operation with multiple offerings.</p> <p>Good understanding of food and beverage.</p>
Qualifications & Experience	<p>HACCP Level 2 Food Hygiene certificate.</p> <p>Experience working within a service food operation.</p> <p>Knowledge of Health and Safety in the Workplace.</p>

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

Name of Manager (please print)

Signature of Manager

Date

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



Employee name (please print)  
Signature of employee  
Date