

<b>Job Title:</b>	Chef de Partie
<b>Base:</b>	Heacham Manor Hotel
<b>Reporting to:</b>	Head Chef
<b>Job Purpose:</b>	The postholder will be required to assist in the efficient running of the kitchen service and assist with the preparation of food items and operations of the kitchen. Working as part of the kitchen team they will use good communication and skills to ensure all safe practices are maintained in line with both company procedures and Safer Food Better Business guidelines. The key focus of all departments is maintaining excellent customer service and care whilst managing health and safety within the workplace.
<b>Key Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Preparing and plating meals for breakfast, lunch, and dinner service.</li> <li>• Uphold high standards of food quality at all times, paying meticulous attention to detail to ensure that all dishes are delivered according to the correct specification.</li> <li>• Be responsible for ensuring standards of cleaning are consistently excellent, including night cleaning and all daily, weekly, and monthly tasks are completed and recorded.</li> <li>• Be responsible for ensuring food safety / health and safety procedures are always adhered to.</li> <li>• Be responsible for acting in accordance with the Safer Food Better Business Manual at all times.</li> <li>• Maintain a clean and tidy work area at all times.</li> <li>• Ensure that all start and end of shift procedures, including cleaning are adhered to, to ensure the kitchen is ready for service, and set up as detailed in Procedures.</li> <li>• Assist F&amp;B Operations Manager and Chefs in the day-day operations of the kitchen.</li> <li>• Comply to all regulations and policies such as Data Protection Act, Health &amp; Safety and Safeguarding, ensure a safe working environment for all staff members.</li> <li>• To complete any in-house training as required and participate in team meetings.</li> <li>• To act as an ambassador for the business and ensure that the Company is promoted externally on all occasions.</li> <li>• Support the company's mission and objectives through compliance to Policies and Procedures.</li> <li>• To perform any other duties as required.</li> </ul>
<b>Key Relationships:</b>	<ul style="list-style-type: none"> <li>• Sous Chef's</li> <li>• Head Chef</li> <li>• Kitchen Porter</li> </ul>
<b>Education, Training &amp; Experience:</b>	<ul style="list-style-type: none"> <li>• Food Hygiene Certificate Level 2</li> <li>• Previous Commis or Chef de Partie experience</li> <li>• Teamwork skills and the ability to act as the public face of the business</li> <li>• Computer literate</li> </ul>
<b>Disposition &amp; requirements:</b>	<ul style="list-style-type: none"> <li>• Full valid Driving Licence for UK (Desirable)</li> <li>• Flexible Schedule, for Working hours</li> <li>• Maintain a professional standard of work attire</li> <li>• Excellent customer service and good communication skills</li> <li>• Awareness of standards of cleanliness</li> <li>• Excellent attention to detail</li> <li>• Reliable and Organised</li> <li>• Enthusiastic and Energetic Team Player</li> <li>• Good Timekeeping Skills</li> </ul>
<b>Hours of Work:</b>	As detailed in contract to include weekends and bank holidays. Some shifts may be split shifts.

For more information or to APPLY, please email [recruitment@searles.co.uk](mailto:recruitment@searles.co.uk)  
or call us on 01485 536022