Sandwich Technology School



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| **Role Title** | Assistant Chef |
| **Job Purpose** | To help prepare the day to day food service under the guidance of the School Chef and Restaurant Manager in order to maintain an efficient, effective, high quality and nutritionally balanced food offering to the school community. |
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| **Principal Accountabilities** | * To support and lead in the planning of menus whilst following the guidelines on nutrition and healthy heating.
* To undertake any duties from food preparation to the plate required for daily service offering.
* To undertake as required all other roles within the restaurant area.
* To ensure there is compliance with health and safety policies.
* To ensure up to date training around food standards and service.
* Any other restaurant duties which may be required as agreed with the Restaurant Manager, School Business Manager and the Head Teacher.

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| **Competencies** | * Reliability and trust
* Excellent verbal and written communication skills and ability to communicate in a clear and professional manner.
* Ability to prioritise own workload.
* Professional personal presentation
* Team player
* Good IT Skills or a willing to learn systems as required.
* Attention to detail.
* Strong organisational skills, the ability to balance a variety of tasks simultaneously and work under pressure.
* Ability to perform tasks with minimum supervision and work on own initiative.
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| **Performance Measures** | There will be an annual review of performance which will include an assessment of progress towards achievement of objectives and an overall assessment of performance. |
| **Standards and Quality Assurance** | * Support the aims and ethos of the school.
* Set a good example in terms of dress, punctuality and attendance.
* Uphold the school's behaviour code and uniform regulations.
* Participate in appropriate staff training.
* Attend relevant team and staff meetings.
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The duties/activities may be varied to meet the changing demands of the school at the reasonable discretion of the Head Teacher and following consultation.  This job description does not form part of the contract of employment.

You must also uphold the highest standards in respect of Child Protection.

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**Name:**

**Date Appointed:**

**Pay Scale: Sandwich Technology School Range 3**

**Line Manager:** **Restaurant Manager**

**Performance Manager: Restaurant Manager**

**Signed:**

**Date:**