



Job profile

Job title	Chef de Partie
Department	Catering
Responsible to	Head Chef
Responsible for	Junior Chefs and Kitchen Assistants
Main purpose of job	The CDP will be responsible for preparing, executing and delivering perfectly cooked food in a very busy environment, always taking great pride in our fresh food philosophy, making certain that all working and cleaning practices are carried out within Health and Safety legislation.

Main duties and responsibilities

- 1 Operations**
 - Ensure Mis En Place on working sections is according to trading
 - Maintain a strong knowledge of all products and services as well as being aware of any promotions
 - Monitor and control portion sizes
 - Adhere to opening and closing procedures
 - Always try to minimise breakages and losses
 - Correct and proper set up of all stocked areas at all times
- 2 Quality**
 - Ensure kitchen standards, procedures, health regulations, recipes, portion control and cleaning schedules
 - Control of appearance of food on public display
 - Attention to detail is a must, you will be integral to the success of the business by ensuring the highest level of standard, service and quality are in line with company expectations.
- 3 Functions and events**
 - Assist in running of functions directed by the Head Chef
 - Prepare buffets, canapé receptions through to larger scale sit down dinners
- 4 Customer service**
 - Deliver exceptional customer service
 - Ensure a sound working knowledge of the organisation, understanding the site wide activities across St Martin's
- 5 Performance and personal development**
 - Guide and support junior chefs

- Build a strong working relationship with the Catering team and cross site team

6 Health and safety

- Maintaining high standards of hygiene
- Responsible for cleaning areas and equipment marked on cleaning rotas
- To ensure that any waste needed for recycling is passed on to kitchen assistants for correct disposal
- Follow HACCP schedules
- Full understanding of HACCP and COSHH
- Assist when required in ensuring the following kitchen hygiene, fridge temperatures am/pm, analysis of food sales, teaching and training methods, cleaning rotas and budget controls

7 This is not an exhaustive description of the job, aspects will change over time and the jobholder is expected to contribute to its development and progression.

Nature and scope of the job

Visitors to Café in the Crypt, and The Courtyard at St Martin's are delighted by the range, choice and options available when they arrive to experience one or both of the Café's or when attending an Event, private function or conference. St Martins is an amazing venue in the heart of London which offers great value, freshly cooked food, a unique venue for entertaining and a TripAdvisor Certificate of Excellence.

The Café is open every day (except for Christmas and Boxing Day), generally from 10.00 am to 6:00 pm serving a range of breakfasts, lunches, dinners and afternoon tea. On top of this, the Café is host to a weekly commercial event nights and many daytime and evening functions and conferences.

This is an interesting and varied role, for a passionate chef on their career pathway in catering, and you will need to bring skills and a fantastic attitude to ensure that food goes out on time and to the high standards we expect.

Your development is important to us and objectives are set at your appraisal or one-to-one meetings and will assist you in your development within your role.

Knowledge, skills and abilities

To be effective in this role you will need to demonstrate knowledge of the following, including formal training where appropriate:

- Experience of working in a busy kitchen
- Proven track record as a Chef de Partie or relevant experience, with relevant qualification(s)
- Enthusiastic and passionate about food
- Sound understanding of dietary and legislative requirements regarding food preparation
- Practise good health and safety procedures at all times
- Ability to deliver consistently high standards of excellent customer service
- Clear communication skills and the ability to liaise with all staff
- Ability to respond calmly and confidently to last minute challenges
- A team player with an interest in people, who enjoys working with others within a large and varied organisation

On top of this you will need to:

- Work in sympathy with the ethos and values of St Martin's
- And be, energetic, passionate, driven and ambitious, with the right attitude!