

**Policy Document No: Per 1.1.2**

2<sup>nd</sup> Chef/Sous Chef Person Specification

**Job Title:** 2<sup>nd</sup> CHEF/SOUS CHEF

**Job Vacancy No:**

**Establishment:** Hesley Village

|  | <u>Essential</u>         | <u>Desirable</u> |
|--|--------------------------|------------------|
| <b><u>Knowledge</u></b>  |                          |                  |
| 1 Knowledge of food hygiene standards  | ✓                        |                  |
| 2 Knowledge of Health and Safety Regulations relevant to the role  | ✓                        |                  |
| 3 Knowledge of food, its nutritional value and its safe preparation  |                          | ✓                |
| 4 Knowledge of customer expectations and commercial demands  | ✓                        |                  |
| 5 Knowledge of autism/special needs and the role of diet   |                          | ✓                |
| <b><u>Skills and Abilities</u></b>   |                          |                  |
| 1 The ability to attend work punctually and reliably   | ✓                        |                  |
| 2 The ability to work the necessary hours, including weekends, as required to manage the work effectively  | ✓                        |                  |
| 3 Ability to communicate clearly and appropriately at all levels   | ✓                        |                  |
| 4 Ability to relate to other staff in a way that is likely to direct, enable, motivate and support them  | ✓                        |                  |
| 5 Ability to assist in managing stock control and stock levels, including purchasing stock and accepting deliveries  |                          | ✓                |
| 6 Ability to deliver volume catering solutions on a daily basis  | ✓                        |                  |
| 7 Ability to think creatively and innovatively to provide the best possible solutions and service  | ✓                        |                  |
| <b><u>Qualifications</u></b>   |                          |                  |
| 1 No criminal record including convictions, cautions, reprimands, bindings over or warnings which may be relevant to the safety and welfare of students/residents or staff | As assessed by Principal |                  |
| 2 Relevant qualification in catering at NVQ level 2 or above (or equivalent)   | ✓                        |                  |
| 3 CIEH Level 3 Food Hygiene Supervision  |                          | ✓                |
| 4 Qualification recognised by the Institute of Hospitality   |                          | ✓                |
| 5 NEBOSH National Certificate/Diploma  |                          | ✓                |

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|   | <u>Essential</u> | <u>Desirable</u> |
|---|------------------|------------------|
| <b><u>Experience</u></b>  |                  |                  |
| 1 Proven experience of effectively supporting a team to deliver on catering solutions | ✓                |                  |
| 2 Experience of working in a health/social care setting                               |                  | ✓                |
| 3 Experience of a range of catering environments                                      |                  | ✓                |

Person Specification prepared by HR Department

Date: 26 November 2009