

Chef / Kitchen Team Leader

An Lanntair

Job Description

Post	Chef / Kitchen Team Leader
Objective and purpose of role:	To provide a creative, imaginative and high quality café bar and events catering offer in support of An Lanntair's mission statement. Develop An Lanntair as a must visit destination with a culinary offer that supports and complements the artistic programme.
Line Manager	Café Bar Manager
Direct Reports	Chef(s) and Kitchen Support
Duties	<p>DELIVERY OF FOOD SERVICE</p> <ul style="list-style-type: none">• Developing and costing menus for the Cafe Bar and events.• Ensure readiness for service and that the pace is set for peak times• Ensure that all food is presented for service in a timely manner and in correct sequence• Ensure that the storage of food meets statutory health and safety requirements• Deal with any customer returns of food in a timely manner• Keeping Cafe Bar staff up to date with menu and menu changes <p>LEADERSHIP</p> <ul style="list-style-type: none">• Train and develop the team to deliver the food to a high standard.• Inspire and motivate the team to achieve goals and targets.• Lead by example, setting the pace and standards• Praise and recognise good performance• Deal with poor performance through the company disciplinary procedure• Pro-active in problem solving• Able to self-motivate and work on own initiative <p>FOOD MARGINS</p> <ul style="list-style-type: none">• All kitchen staff to be trained in achieving food margins• Orders of food stocks appropriate to sales level and not over ordered• All deliveries to be checked and signed for by Team leader or designated deputy on shift.• All substandard food to be returned and the supplier contacted• Keeps to budgets set for ordering• All stock to be kept secure with no loss of stock• Stock rotation is followed and all storerooms, fridges and freezers in order• Monitors and controls stock levels – daily weekly or monthly as required• Prepares food appropriate to sales levels• Controls wastage and records wastages/breakages• All invoices to be processed according to company procedures
PERSONNEL SKILLS	<ul style="list-style-type: none">• Strong communication and leadership skills• Training and recruitment of kitchen team• Identify recruitment needs and plan in a timely manner• Assist in performance reviews of kitchen team• Assist in complying with the Company Grievance and Disciplinary procedures• Identify training needs and deliver training• Maintain good communication with the line manager and cafe bar team

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	and other teams at all times.
Responsibilities	<ul style="list-style-type: none">• Implement and ensure that Health and Safety standards are met at all times; this includes the training of other kitchen staff• Implement and ensure all Food Safety and Hygiene regulations• Ensure temperature records and food labelling are kept up to date• Ensure that the kitchen is clean and hygienic ensuring that cleaning rotas are adhered to and rotas kept• Ensure that all food is served to specification• Ensure that the kitchen runs smoothly on a daily basis and that it is adequately stocked with all necessary goods• Attend company and managerial meetings as required