Job title: Chef de Partie
Responsible to: Head Chef via the Sous Chefs as appropriate
Head of Department: Catering Manager
Place of work: Christ’s College, Cambridge and associated properties
Salary range: Grade 3; points 24 - 28 on the University single salary spine, currently equating to £19,305 - £21,585 pa. Incremental increase is discretionary.

Hours: Permanent, full time, 37.5 hours per week worked over a rota system which will include working one weekend in three

Holidays: 36 days annual leave (inclusive of public holidays)

Pension scheme: The College offers membership of a contributory pension scheme. Subject to your age and earnings level, you may be eligible for auto-enrolment into the scheme and you have the right to opt out at any time.

Job summary:
To work as part of the busy kitchen team in providing a full catering service to the College.

Key responsibilities:
- To assist in the preparation, cooking and presentation of all dishes to the highest standards;
- To ensure that the kitchen area, equipment and storage areas are kept clean and tidy at all times;
- To work efficiently and safely;
- To liaise effectively with other staff on the team, Front of House and from other College departments;
- To liaise effectively with external service providers such as delivery staff;
- To be aware of food allergies and the appropriate measures in place to deal with these;
- To be commercially minded and work within budget constraints;
- To work to and maintain the highest standards of hygiene and food safety.

General responsibilities:
- To take part in the College’s appraisal scheme and to undertake training as required.
- To be responsible for your own health and safety in the workplace.
- To fully comply with all the College’s policies including equality of opportunity and data protection.
- To undertake any other reasonable request or duties commensurate with your post.

The above is not an exhaustive list of duties. The post-holder may be asked to take on different tasks as required and all employees are expected to work collaboratively to support the overall work of the College.
## PERSON SPECIFICATION

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<th>Criteria</th>
<th>Essential</th>
<th>Desirable</th>
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| Education/Qualifications  | • City & Guilds 706/1 or NVQ 1 and/or working towards achieving level 2  
                           | • Basic food hygiene certificate                                                                 | • City & Guilds 706/2  
                           |                                                                                                                                 | • NVQ3  
                           |                                                                                                                                 | • Level 2 Safety Awareness certificate |
| Experience                | • Some practical experience working in a busy kitchen environment  
                           | • Experience of working in a team  
                           | • Good customer service skills                                                                 | • Knowledge of COSHH in a similar environment |
| Abilities                 | • Ability to achieve and maintain high levels of service and hygiene  
                           | • Ability to work under pressure  
                           | • Accuracy and attention to detail  
                           | • Ability to work as part of a team  
                           | • Willingness to adopt a flexible and collaborative approach to tasks                                                                 |
| Personal attributes       | • Smart appearance  
                           | • Honest, reliable and hard working                                                                 |

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