

# Job Description: School Chef

The Tiffin Girls' School is driven by creating a positive food culture and helping our students eat better, healthier food. This role will support the Catering Manager to provide the highest-level quality of student meals, reducing processed food from the menu offer, adhering to health and safety and food compliance standards. The role holder will have a passion for healthy food and creative flair and hold a minimum Level 3 cooking qualification.

## Culinary Excellence:

- Plan and execute high-quality meals and beverages in accordance with the School's standards and schedule.
- Develop a weekly menu that prioritizes healthy food options and accommodates individual student dietary needs.
- Demonstrate a strong understanding of allergens and create nutritionally balanced meals.

## Continuous Improvement:

- Stay informed about developments in food service and production, adjusting the menu to meet evolving customer needs and tastes.
- Monitor goods received for quality and quantity, promptly reporting any discrepancies to the Catering Manager.
- Identify and implement ways to enhance the quality and cost-effectiveness of the catering service.

## Health & Safety Compliance:

- Collaborate with the Catering Manager to review and enforce HACCP procedures, ensuring compliance within the department.
- Oversee COSHH reviews and ensure relevant training for all staff.
- Minimize food contamination risks and cater to food allergies and intolerances, adhering to policies and received training.

## General Duties:

- Work collaboratively within the kitchen team, adapting to various roles as needed.
- Stay updated on government policies and food regulations, incorporating this knowledge into daily operations.
- Uphold the school's commitment to safeguarding children.
- Foster a culture of exceptional customer service within the kitchen environment.

## Team Management & Financial Control:

- Manage the kitchen team effectively, ensuring deadlines are met and tasks are completed efficiently.
- Collaborate with the Catering Manager to maintain financial control of the budget through effective planning and ordering of food and equipment.
- Identify and recommend improvements and cost savings beneficial to the school.

**Qualifications and Skills:**

- Minimum Level 2 cooking qualification.
- Passion for healthy food and creative culinary flair.
- Strong organizational and time-management skills.
- Excellent communication and leadership abilities.

The post holder may be required to perform any other reasonable tasks commensurate with a School Chef post and in line with the school's terms and conditions.

This job description is not necessarily a comprehensive definition of the post and may be subject to modification.