CHATSWORTH

TRUSTEES OF THE CHATSWORTH SETTLEMENT

JOB DESCRIPTION

Job Title: Junior Pastry Chef

Reporting to: Bakery Supervisor

Principle Manager: Executive Head Chef/ Head of Catering

Staff Responsibilities:
To assist the Bakery supervisor to manage and motivate junior bakery staff, developing them to achieve their full potential.

Purpose of Post:
To assist the Bakery supervisor to produce constantly evolving top quality bakery products for the Carriage House Restaurant, Cavendish Rooms, The Flying Childers Restaurant, and Wedding and Events.

To also help the Bakery supervisor ensure the smooth operation of the bakery.

Main duties and responsibilities:

Food Production

- Assist the Bakery supervisor in the preparation of bakery products for the Carriage House Restaurant, Cavendish Rooms, The Flying Childers Restaurant and functions; ensuring production to the highest standard.
- Assist the Bakery supervisor in the production of a consistently high standard of food prepared in the bakery.
- Assist the Bakery supervisor to ensure the successful preparation and service of food for functions.

Cost Control

- Place any orders as directed by the Bakery supervisor.
- Receive deliveries ensuring correct processing.

Stock Control

- Assist with the monthly and annual stock counts for the bakery.

- Assist with the recording and monitoring of all wastage from the bakery.

HACCP Procedures

- Ensure correct procedures are followed regarding checking and recording of food temperatures.
- Ensure high standards of hygiene are achieved in the bakery and maintained at all times.
- Ensure that the bakery is left clean, tidy and secure at the end of each working day and that this is duly recorded in the 'End of Day' HACCP log.
- Assist the Bakery supervisor to ensure all bakery staff have the appropriate health and hygiene training for their specific role and that they work within the set procedures.
- Assist the Bakery supervisor to ensure all bakery staff adhere to the Catering Health and Safety guidelines and ensure all staff wear the appropriate safety protection clothing provided, as required, at all times.

This is a description of your duties and responsibilities at the present time, however, this is not an exhaustive list and other duties may be required in line with the current and future needs of the business.

Personal skills and abilities:

Essential:
- Previous experience in a food production role or similar environment.
- Demonstrate in-depth ability to work with fresh food.
- A genuine desire to deliver food of the highest quality consistently.
- Demonstrate ability to work within set time limits.
- Health and Safety awareness to follow practices.
- Ability to work quickly and efficiently.
- Flexible to meet the needs of the role.

Desirable:
- Experience of working in a restaurant kitchen environment.