



Job Pack

Sous Chef

Wivenhoe House Hotel, a 4 star country house hotel is currently recruiting for a Sous Chef. Following an extensive, £11million refurbishment several years ago and now re-opening after Covid-19 lockdown, this is an exciting opportunity for an aspiring chef to join our team in a busy and challenging environment which includes a 110 cover modern Brasserie and 120 cover banqueting facilities.

The successful candidates will be part of a large brigade of chefs working with students of the Edge Hotel School. If you are proactive, ambitious, have an eye for detail and a real passion for creating fresh, locally sourced dishes then we'd like you to join our team. Candidates will have experience as a Chef at a similar level and may hold a relevant NVQ level 3 qualification or equivalent, be a good team leader, be able to coach and develop their team and student practitioners and have a working knowledge of budgets.

Start Date: Immediate

Closing date for applications: TBC

Job Description

Job Title and Grade:	Sous Chef
Contract:	Permanent, part-time
Hours:	48 hours per week, 5 days from 7
Salary:	£32,205 per annum
Department:	Wivenhoe House Hotel, Kitchen
Responsible To:	General Manager
Reports on a day to day basis to:	Head Chef
Purpose of Job:	To support and assist the Head Chef and Senior Sous Chef to ensure the smooth running of the kitchen, alongside the students of Edge Hotel School, demonstrating a level of professionalism daily

Duties of the post:

The duties of this post, some of which will require physical effort such as standing for long periods of time and working in hot conditions will include the following:-

1. Preparation and production of high quality foods at all times
2. Deputising in the absence of the Head Chef and Senior Sous Chef
3. Planning and costing menus
4. Production of kitchen staff and student rotas
5. Procuring food and managing supplier relationships



6. Working within agreed budgets and meeting budget targets
7. Supervising and developing the team and students of EHS
8. Work closely with the Front of House team to enhance product knowledge and increase the customer experience.
9. Ensuring the highest level of food hygiene and health and safety standards in the kitchen at all times
10. Complying with health and safety legislation
11. Undertake any reasonable duties as directed by the Head Chef or his/ her nominee.

These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.

Person Specification:

Qualifications/Training:	Essential	Desirable
NVQ Level 3 or equivalent (Professional Cookery)	X	
Intermediate level Food Handlers Certificate		X
Experience/Knowledge:		
Previous 4 or 5 star experience of working in a hotel or quality restaurants	X	
Substantial previous experience as a Chef at a similar level	X	
COSHH knowledge	X	
Experience of organising, prioritising and managing a catering team	X	
Experience of coaching/mentoring in a kitchen environment		X
Experience of planning and costing menus	X	
Working knowledge of budgets	X	
Previous experience of managing a cost centre		X
Skills/Abilities:		
Cook to a standability to cook at a high standard		X
Ability and understanding of both classic and modern cooking techniques	X	
Able to deliver dishes of a consistently high standard	X	
Attention to detail	X	
Creative and flexible approach to work	X	
Excellent communication skills		X
Calm and well organised approach to work	X	
Supervisory skills such as coaching/mentoring team members and delegating work	X	
Ability to develop new and be creative with existing menus	X	
Passion for excellence in customer service	X	
Other:		
Ability to meet the requirements of UK 'right to work' legislation	X	
Be able to undertake the physical aspects of this post	X	
Meet the food handlers pre-employment health clearance requirements	X	