

St Edmundsbury Cathedral



Job Title: Cook / Chef

Location: Pilgrims' Kitchen

Accountable to: Enterprises Catering Manager, Working for St Edmundsbury Cathedral Enterprises Limited

Job Summary: To support the Chef Management Team in providing a quality menu for our customers. Training will be given.

Terms of Employment

Rate of Pay: £11.50 per hour

Hours of Work: Flexible up to four days per week to include some weekends

Annual Leave: 25 days paid leave per leave year pro rata. This is exclusive of public holidays. This will be accrued and paid quarterly.

Responsibilities

- To prepare and cook the breakfast and lunch menu, an example menu is shown below.
- To support the manager by undertaking all duties which ensure that the storage on delivery, preparation, cooking, service and storage for reuse are carried out to the standards normally expected within a good quality commercial establishment.
- To ensure that Pilgrims' Kitchen provides a warm and welcoming atmosphere to Customers.
- To ensure that the usage of raw materials is controlled and wastage minimised.
- To ensure compliance in all food related areas with any health, hygiene and safety legislation by all members of staff.
- To be responsible for maintaining records for the purpose of due diligence which shall include temperature logging of foods and equipment; date and contents marking of decanted foods and prepared foods; maintenance of an effective 'use by' system and completion of kitchen cleaning schedules.
- To ensure that cooking and preparation areas and equipment are maintained in an organised and clean state during open hours and left clean and tidy at the end of each working shift.
- To advise the Manager of any equipment or building maintenance requirements that may be required.
- To action the requirements of the daily, weekly and monthly kitchen cleaning schedules. Complying with food hygiene regulations and ensure Pilgrims' Kitchen is kept clean and tidy and that standards are maintained.
- In the absence of the Manager to undertake responsibilities for all operations including front of house and control of staff, customer care and cash.
- As a senior member of staff to be available, given adequate notice, for occasional events and activities that occur outside or normal opening hours including the supervision of events in the absence of the Manager.

- To be familiar and comply with Cathedral Policies where applicable but in particular the Health & Safety Policy, the Safeguarding Policy and the Cathedral's Social Media Policy.
- To undertake professionally and appropriately any other duties reasonably requested

Person Specification

- Previous experience of working in a catering environment is preferred
- Basic cooking skills
- Working knowledge of relevant Health & Safety legislation
- Health & Hygiene Certificate
- Strong organisational skills
- To be able to work as part of a team
- Excellent Customer Service skills
- Energy, enthusiasm and a good sense of humour
- Excellent interpersonal skills
- A proven ability to maintain good relationships with colleagues and customers
- A 'can do' attitude
- Training will be given.

Example Menus

<u>Pilgrims Kitchen</u>	
<u>Brunch</u> Served from 9-2pm	<u>*Lunch Served*</u> 12-2pm
Pilgrims Kitchen Breakfast	£9.15
Eggs Benedict	£5.95
Homemade Soup Of The Day, Gusty Bread	£4.95
Vegetable Quiche, Salad Garnish	£4.95
Homemade Sausage Roll, Chilli Dip	£3.10
Pilgrims Rarebit, Salad Garnish, Bacon	£7.55
Guacamole, Mushroom Marmite on Toast	£5.85
Ham, Eggs, Chips And Peas	£8.75
Falafel And Humous Salad	£7.55
Deep Fried Mozzarella Sticks, Cranberry Sauce	£5.55
Mushroom And Spinach Linguine	£8.50
Sweet Potato Fries	£2.95
Chunky Chips	£2.95
Deep Fried Whitebait, Lemon Mayonnaise	£5.85
Lamb Hot Pot And Vegetables	£9.45
Apple And Raspberry Crumble & Custard	£4.75
Selection Of Alder Tree Ice Creams	£2.50

<u>Jacket Potatoes</u>	
Tuna And Red Onion Mayonnaise	£5.95
Homemade Coleslaw	£5.95
Cheddar Cheese	£5.95
Baked Beans	£5.95
Cheese And Beans	£6.25
Chicken And Bacon With Mayonnaise	£5.95
<u>Sandwiches</u>	
Hot Bacon Sandwich	£4.35
Hot Sausage Sandwich	£4.35
Tuna And Red Onion Mayonnaise	£4.95
Chicken And Bacon Mayonnaise	£4.95
Egg And Salad	£4.95
Ham And Stokes Piccalilli	£4.95
Cheddar Cheese And Tomato	£4.95
Brie And Cranberry	£4.95
Sweet Potato Fries	£2.95
Portion Of Chips	£2.95