



# KILLRUDDERY

<b>JOB DESCRIPTION:</b>	March 2018
<b>POST:</b>	Commis Chef
<b>RESPONSIBLE TO:</b>	Head Chef

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## **GENERAL RESPONSIBILITY**

The planning and running of function kitchen assigned. Ensuring that the Kitchen complies with all HACCAP and food hygiene regulations and I.S. 340:2007 regulations as put forward by The National Safety Authority guidelines. To have a specific knowledge of the key historical points of Killruddery estate, the orientation of the estate, current & upcoming events & the company ethos

## **GREEN POLICY & WASTAGE**

We maintain a policy of "minimum waste" which is essential for our environmentally friendly approach and to ensure the efficient running of the company. You are able to promote this policy by taking extra care during your normal duties by avoiding unnecessary or extravagant use of services, time, energy, etc; the following points are illustrations of this:

- Handle machines, equipment and stock with care,
- Turn off any unnecessary lighting, heating and equipment and do not allow taps to drip
- Start with the minimum of delay after arriving for work and after breaks
- Recycling; use recyclable in preference to disposable alternatives. Recycle paper, metal, glass, plastic, organics and any other goods using the onsite or local disposal points

## **PERFORMANCE & STANDARDS**

The success of any business depends on the contribution of a team approach and every individual in it. The company is therefore committed to assist in every possible way in order to improve performance. You are encouraged to co-operate with us in order to achieve and maintain the highest possible standards.

## **PRINCIPLE DUTIES -**

To assist and maintain good order and organisation in all aspects of food preparation on site.

Menu planning in liaison with the Head Chef

Food preparation, storage and service as required.

Requisitioning/Ordering of foodstuffs and materials that need to be replenished after service.

To consistently deliver all branded items within the Killruddery range to the highest quality level, consistently reviewing the production procedure and assessing the finished product in line with agreed company standards.

Responsible for portioning, packing, rotation, allocation, labelling, chilling, storage, and regeneration of food in your section.

To be efficient and economical in using materials and equipment, including the management of catering supplies.

Provision of on-site catering for allocated events and staff meals.

Other duties may be designated as the role develops.

#### **HEALTH & SAFETY and FOOD HYGIENE**

To ensure that Health and Safety standards are met in accordance with Statutory provisions.

Responsible for ensuring total compliance with standards, including health and safety. Ensuring all quality assurance policies and procedures are adhered to with particular attention to HACCP standards.

To undertake assigned duties regarding the overall health and safety systems put in place.

To record and report all health and safety issues and ensure they are reported to the kitchen logistics coordinator.

**QUALIFICATIONS/EXPERIENCE**

<b>Essential</b>	<b>Desirable</b>
Professional culinary qualification essential	Supervisory experience in hospitality setting
Two Years in similar type role	Experience of working with artisan and organic foods
HACCP certificate	

**COMPETENCIES (Behaviour & Attributes):**

Organised, hygiene focused, resilient, physically strong, dedicated, self directed & follows instruction

***I hereby confirm, that I accept the desired tasks and I have retained one copy of this job description:***