

# Chef de Partie

# **BROMLEY** **CHURCHILL THEATRE**

Job Description

Person Specification

Version January 2019

**The Churchill Theatre** is one of 12 venues within HQ Theatres & Hospitality's (HQT&H) current portfolio of regional theatres and concert halls. HQT&H currently manages 18 auditoria on behalf of local authorities, with capacities ranging from a 200 seat arts centre to a 2,400 seated/standing theatre. Last year HQT&H programmed a total of 2,354 shows which attracted attendances of over 1.5 million. HQ Theatres & Hospitality (HQT&H), the UK's second-largest venue operator, is a division of Qdos Entertainment Ltd, one of the largest entertainment Groups in Europe.

**The Churchill Theatre** in Bromley has been one of the South East's leading live entertainment venues, welcoming over 150,000 customers through its doors every year.

An eclectic programme features a popular array of top-quality musicals, drama, comedy, dance, family shows, one night events, and world-class pantomime. The theatre is proud to present many 'Bromley Premiere' shows, allowing audiences to see brand new productions prior to the West End or National tour.

**Employment type:** Casual

**Salary:** £10.00 per hour.

**Work location:** You will be based at the Churchill Theatre and may be required to travel to and work at other HQT&H venues. Approved travel expenses will be reimbursed.

**Purpose of the role:** The position of Chef de Partie for the Churchill Theatre requires the desire and ability to make a difference, passion for food and solid organisation skills. The Chef de Partie will assist the Head Chef and Sous Chef in managing the quality and standard of food as well as the day to day operation of the kitchen.

**Our ideal candidate:** The ideal candidate for the Chef de Partie position will enjoy working within a friendly and productive team, have excellent communication skills and a passion for food.

**How to apply:** Send a completed application form to [careers@churchilltheatre.co.uk](mailto:careers@churchilltheatre.co.uk). To download an application form, please visit the Join Us page on our website [churchilltheatre.co.uk](http://churchilltheatre.co.uk).

**Closing date:** Thursday 30 May 2019, 5pm.

## **REPORTING**

The Chef de Partie reports directly to the Head Chef.

## **KEY ACCOUNTABILITIES**

- Assist the Head Chef and Sous Chef with the management of the kitchens within the Churchill Theatre, ensuring that all food preparation and services are performed to the required standard;
- Adherence to all Churchill Theatre procedures and policies, including, but not limited to, food hygiene standards, uniform and personal cleanliness and conduct;
- Participate in the HACCAP procedure in accordance with the company's Food Safety Management Document. Maintain correct use of the KRB, including cleaning rota and closing down procedures;
- Help to achieve food budgeted cost controls, ensuring minimum wastage occurs within the unit;
- Assist the Head Chef to maintain budgeted food GP;
- Receiving and storing of deliveries, stock rotation, in line with procedures;
- Provide assistance with regular stock counts where required;
- Cleaning and maintenance of kitchen areas and store rooms as required by the Head Chef;
- Maintain all equipment within the catering operation, through due diligence and care;
- Adherence to all Group and Theatre Health & Safety at Work procedures, to minimise the risk of injury and accidents, personal and to others and to assist in the security of the building.
- Other related duties as may from time to time be reasonably required by the Head Chef or Hospitality General Manager.

## **Recruitment, Training and Development**

- Undertake training and development relevant to the successful execution of the job role.

## **Other Responsibilities**

- Dress in accordance with Company uniform policy and wear protective clothing where issued and instructed.
- Attend and, if required, note take meetings as required.

This Job Description is not an exhaustive description of your duties. You will be required to adopt a flexible approach to your role and responsibilities. In particular, from time to time, you may be required to undertake such alternative or additional duties as may be commensurate with your skills, experience and capabilities.

**PERSON SPECIFICATION**

**ESSENTIAL**

- This role requires the successful candidate to be well presented and professional with proven experience within a similar style of catering operation, either as a Commis Chef or Chef de Partie;
- Demonstrable experience of applying flair and innovation to create an overall customer experience;
- A can-do attitude;
- Experience in food preparation / working in kitchens;
- The ability to perform well as part of a team;
- Literacy, computer literacy and numeracy as appropriate to the requirements of the Post;
- Ability to respond flexibly to changing business needs and demands, and to work calmly and effectively under pressure;
- Willing to work flexible hours including evenings, weekends and Bank Holidays as the business requires;