



Job Title	Head Chef	Salary Range	Competitive
Department	Food and Beverage	Reporting To	Group Food and Beverage Manager
Location/ Site	Poolfoot / Highbury	Position Type	Full Time/Permanent
Working Hours	40 per week	Shift Pattern	Flexible - TBC

Role Profile and Person Specification

Role and Responsibilities

Fleetwood Town Football Club are now looking for an experienced and qualified Head Chef to organize our kitchen's activities primarily based at Poolfoot Farm.

Key Responsibilities

- Control and direct the food preparation process.
- Approve and "polish" dishes before they reach the customer.
- Responsible for ordering of equipment or ingredients according to identified shortages.
- Assist of hiring, managing and training kitchen staff.
- Estimate kitchen staff's workload and compensations.
- Comply with nutrition and sanitation regulations and safety standards.
- Overall responsibility for daily operations in the kitchen.
- Assist of producing menus and new dishes, paying special attention to seasonal activity.
- Ensure all menus are correctly calculated to ensure maximum profit.
- Laise with management regarding special requirements, VIP functions etc.
- Managing, training and recruiting of chefs.
- Liaising with purchasing companies for food orders
- Managing stock.
- Ordering food from suppliers.
- Maintaining or raising the profit margins on food
- Undertaking any general cleaning requirements of the kitchen and restaurant
- Working as part of the kitchen and catering team and undertaking any other reasonable duties as and when required.
- Deputise for the Restaurant Manager/Assistant Manager in the event that they are both absent.

Qualifications and Education Requirements

- Up-to-date with culinary trends and optimized kitchen processes
- Good understanding of useful computer programs (MS Office, restaurant management software, POS)
- Credentials in health and safety
- Degree in Culinary or related certificate



Competencies

- 2+ Years' experience as head chef
- Working knowledge of Health and Safety legislation.
- Team player, self-motivated, proactive, flexible and adaptable.
- Ability to organise and prioritise workload, and work under pressure.
- Ability to communicate and manage interpersonal relationships, including influencing skills.
- A friendly and personable nature is paramount to this role, as you will be conversing with our residents regularly. These are your customers.
- Excellent cooking skills
- Leadership and management skills
- Organisational skills
- Proven ability to control a budget and work with figures
- Proven ability to work under pressure and make quick decisions
- Proven ability to stay calm and overcome any food production problems