



JOB DESCRIPTION

Apprentice Chef

About Stonar

Stonar is an independent, non-selective, co-educational day and boarding school for pupils aged 2 to 18. In our friendly and caring school, each pupil is known as an individual and is expected to work hard and get involved in all aspects of school life.

The School is situated in over 80 acres of beautiful Wiltshire countryside, yet only a 20 minute drive from the World Heritage City of Bath and within easy reach of the M4 corridor. Stonar has impressive facilities and is renowned for its extensive onsite equestrian centre.

The School benefits from being part of Globeducate, a forward-thinking international group of schools, giving pupils and staff the opportunity to be an active part of a globally-minded community.

An apprentice Chef is required to join the team of our fully established catering Team. The successful candidate will be self motivated with high standards.

The Role

Job Title:	Apprentice Chef
Responsible to:	Responsible to the Head Chef and Catering Manager

Aim of the post

To perform catering duties as directed to company standards and needs.

Apprentice Chef

Key Responsibilities

- To be responsible for the preparation and cooking of food, ensuring all items are cooked and served to the high standards required using appropriate recipes
- The role will predominantly be on a late shift system, with weekday duties to include providing support during lunchtime service and preparations of snacks, but with a main focus on preparing and serving Supper. Weekend duties when required will be to run the daily food offering
- Ensuring all food is served at the specified times
- Occasional catering required for special functions
- To take responsibility for any control systems as defined by the Manager, ensuring all records are completed as necessary

- To be involved in stocktaking of all items accurately and in a timely manner
- Ensure that all serving staff have daily knowledge of the food to be served to include any special diets, together with the appropriate garnish and portions
- Ensure all aspects of kitchen area and service counter are kept clean and tidy at all times, including wall surfaces at a safe reachable height
- Maintain competent hygiene standards. Cleaning duties as directed by the Head Chef
- Follow company policy in dealing with customer comments or complaints
- Participate in any arranged company training to improve your standards of performance
- Suggest areas of improvement and take any corrective action as required
- Carry out any other reasonable requests as directed by the management.
- Ensure that clothing, including footwear and headgear and personal hygiene is of the highest standard at all times
- To work within the provisions of Health and Safety matters so as to safeguard oneself and fellow employees from risk or harm. Also to follow the Control of Substances Hazardous to Health Regulations 1988.

Personal Key Skills:

- Ability to produce food to a high standard
- Verbal communication skills
- Customer focused – compliment and complaint handling
- Pro-active
- Flexible and adaptable
- Eye for detail
- Self starter
- Team player

This job description is a guide to the duties and responsibilities of the post holder. The post holder may be required to perform duties other than those specified, such variations are a common occurrence and do not in themselves justify a change of contract.