



JOB DESCRIPTION

JOB TITLE	Pastry Chef de Partie
REPORTS TO (Name and job title)	Head Chef
PURPOSE OF THE JOB	
<ul style="list-style-type: none"> • To store, prepare, cook and present food to the highest standards and in accordance with company policy. • To work as part of the Hotel team to ensure maximum guest satisfaction. 	
MAIN RESPONSIBILITIES	
<ul style="list-style-type: none"> • (Outline main responsibilities/duties – consider safety/equipment required) • To report for duty on time and in full uniform • To ensure a high standard of personal hygiene and grooming • To work as part of a team both at kitchen and company level • To liaise with hotel departments to ensure professional and courteous communication and effective working relationships are developed and maintained. • To supply the highest level of customer care and service • To assist the Executive Chef and Head Chef in the organisation and control of all kitchen operations • To assist in stock control, costings, menu planning and menu writing • To ensure all food leaving the kitchen is well presented and of the highest quality in accordance with company policy. • To assist in ensuring all areas of the kitchen conform to Department of Health regulations and the Hotel's H.A.C.C.P. system. • To ensure all pastry products conform to company standards and all related documentation is completed. • To assist in training of Commis chefs • To ensure food is produced with minimum wastage. • To report any accidents in accordance with company procedure • To report maintenance requirements to management • To implement company procedure in the event of fire or emergency • To implement and maintain hygiene standards as set out by the Company. • To adhere to company Health and Safety policy and current Health and Safety legislation • To take part in company internal and external training as required • To carry out any reasonable requests by Management 	
CONTACTS (Consider internal contacts – colleagues/supervisors/management)	<ul style="list-style-type: none"> • Head Chef, Sous Chef, Kitchen Staff, HODs, Duty Managers, others as required
FISCAL RESPONSIBILITY (Including cash handling)	<ul style="list-style-type: none"> • To adhere to company accounting procedures • To minimise waste in the department
PEOPLE RESPONSIBILITY	<ul style="list-style-type: none"> • N/A
CIRCUMSTANCES (e.g hours of work / work environment)	<ul style="list-style-type: none"> • 5 days per week rostered over 7 days. • Various shifts as outlined by management and level of business.