



## JOB DESCRIPTION

<b>JOB TITLE</b>	Pastry Commi Chef
<b>REPORTS TO</b> (Name and job title)	Head Chef and Pastry Chef de Partie
<b>PURPOSE OF THE JOB</b> 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.	
<b>MAIN RESPONSIBILITIES</b> (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 Pastry Chef de Partie, Executive Chef and Head Chef in the organisation and control of all kitchen operations. To have knowledge of stock control in the pastry section 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. Where needed to ensure all pastry products conform to company standards and all related documentation is completed. 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 conduct any reasonable requests by Management	
<b>CONTACTS</b> (Consider internal contacts – colleagues/supervisors/management)	Pastry Chef de Partie, Head Chef, Sous Chef, Kitchen Staff, HODs, Duty Managers, others as required
<b>FISCAL RESPONSIBILITY</b> (Including cash handling)	To minimise waste in the department
<b>PEOPLE RESPONSIBILITY</b> D	N/A
<b>CIRCUMSTANCES</b> (e.g hours of work / work environment)	5 days per week rostered over 7 days. Various shifts as outlined by management and level of business.