



Wivenhoe House Hotel - Job Pack

Sous chef

Wivenhoe House is a beautiful 18th Century 4* hotel, near to the pretty quayside village of Wivenhoe, and minutes from Britain's oldest recorded town, Colchester. The hotel comprises 40 bedrooms, several events spaces which includes the Garden suite which can host up to 120 guests and the 80 cover Park brasserie. It is also home to the Edge Hotel School and the hotel facilitates mentoring and hands on experience for students studying for degrees in Hospitality.

The successful candidate will be part of a brigade of chefs delivering quality brasserie food to both hotel guests and non-residents, as well as delivering food to the events spaces as required. This will encompass everything from corporate lunches to wedding breakfasts.

If you are proactive, ambitious, have an eye for detail and a real passion for creating fresh, locally sourced dishes then we'd like you to join our team. An understanding of menu design, allergens and dietary requirements would be beneficial as would knowledge of menu pricing. They would also need to be confident leading a team as well as working as part of one.

Candidates will have experience as a chef at a similar level but the role would suit someone looking for their next career progression opportunity.

The role is based on a 48-hour week, worked on a rota basis five days in seven.

Job Description

Job Title:	Sous chef
Contract:	Permanent
Hours:	A notional 48 hours per week to be worked flexibly over 5 days from 7
Salary:	£34,164 per annum
Department:	Wivenhoe House Hotel, Kitchen
Responsible To:	Head Chef
Purpose of Job:	To assist and support the delivery of all food operations across the business.

Duties of the post:

The duties of this post, some of which will require physical effort such as standing for long periods of time and working in hot conditions will include the following:-



1. Preparation and production of high-quality foods in all areas including but not limited to The Park Brasserie, lounge, conference and events
2. Working within agreed budgets and regulations, and meeting budget targets
3. Supervising and mentoring Edge Hotel School students and less experienced brigade members
4. Work closely with the Food and Beverage team to enhance product knowledge and increase the customer experience
5. Planning, costing and producing menus
6. Always ensuring the highest level of food hygiene in the kitchen
7. Ensure health and safety legislation is complied with in the Kitchen areas
9. Production of kitchen and student rotas
10. Assisting with the day-to-day delivery of a 4* guest experience
11. Procuring food, engaging and managing supplier relationships
12. Any other such duties that may be required from time to time by the Head Chef or his/her nominee including deputising in their absence

Wivenhoe House is home to the Edge Hotel School; students studying a degree in hospitality management work alongside staff of Wivenhoe House as part of the vocational experience of their degree.

These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.

Person Specification:

Qualifications/Training:	Essential	Desirable
NVQ Level 3 or equivalent (Professional Cookery)		X
Food Handlers Certificate		X
Experience/Knowledge:		
Previous experience of working in a quality hotel or quality restaurants	X	
Working knowledge of budgets and waste management	X	
COSHH knowledge		X
Experience of organising, prioritising and managing a section	X	
Experience of coaching/mentoring in a kitchen environment	X	
Skills/Abilities:		
Cook to a standard expected in a four-star hotel	X	
Ability to supervise a small team	X	
Attention to detail	X	
Creative and flexible approach to work	X	
Excellent communication skills	X	
Calm and well organised approach to work	X	
Passion for excellence in customer service	X	



Other:		
Ability to meet the requirements of UK 'right to work' legislation	X	
Be able to undertake the physical aspects of this post	X	
Meet the food handlers pre-employment health clearance requirements	X	