

Sous Chef



Job Description
Person Specification

June 2018

G Live is one of 12 venues within HQ Theatres & Hospitality's (HQT&H) current portfolio of regional theatres and concert halls. HQT&H currently manages 18 auditoria on behalf of local authorities, with capacities ranging from a 200 seat arts centre to a 2,400 seated/standing theatre. Last year HQT&H programmed a total of 2,354 shows which attracted attendances of over 1.5 million.

HQ Theatres & Hospitality (HQT&H), the UK's second-largest venue operator, is a division of Qdos Entertainment Ltd, one of the largest entertainment Groups in Europe.

G Live is Guildford's newest and busiest arts and entertainment centre, presenting a wide programme of contemporary music, comedy, classical music, and family shows. The venue also has several meeting and reception rooms, suitable for conferences, corporate use and private hires, as well as its own café and restaurant.

Employment type: Full Time

Salary: 26,000 p.a. dependent on experience, ability and potential

Hours: 40 per week over 5 days out of 7, subject to variation to meet business requirements. Working hours [may/will] include evenings, weekends and Bank Holidays.

Work location: You will be based at G Live, Guildford and may be required to travel to and work at other HQT&H venues. Approved travel expenses will be reimbursed.

Purpose of the role: By developing and in-depth understanding of our shows, events and patrons, you will be responsible for leading the kitchen team in the delivery of an innovative, profitable, first-class food strategy and service.

Our ideal candidate: An experienced, hands-on kitchen leader with a genuine zest for great, forwarding thinking food and the drive to successfully develop the food offer, kitchen team and the business.

Closing date: [30th July2018]

How to apply: Send your CV and a covering letter to mpearce@glive.co.uk. Tell us why you think you are suited to this role, why it interests you and how we'll benefit from having you on board!

REPORTING

You will report directly to the head chef.

The posts you will line manage in this role include

- Assisting the Head Chef with the management of the kitchens within G Live.
- Ensure that all service within the kitchens is performed to the exceptional standards set by G Live and the Head Chef.
- To ensure the menus achieve the agreed budgeted costs and net profit in accordance to the management accounts.
- Planning innovative promotions, development of product lines and ensuring the food choices are constantly evolving to remain ahead of our competitors and maximise sales.
- To assist the Head Chef in managing and developing a dedicated team of staff, highly focused on delivering excellent standards of service.
- To work side by side with the Head Chef, in all aspects of the day to day operations of the kitchen.
- To assist the Head Chef with the management of the chef team to the standards agreed by the Head Chef.
- To assist the Head Chef in ensuring that health and safety, and all other systems are maintained on a day to day basis.
- To maintain stock sheets with current market prices and new product lines and to work with the Head Chef to ensure the target food GP of 71% is maintained or exceeded at all times.
- To assist the Head Chef in developing and implementing menus .
- To ensure all members of the chef team are trained and this is kept updated and to assist the Head Chef in undertaking and reviewing staff appraisals for direct reports, on an annual basis.
- To assist the Head Chef ensuring the Kitchen Diary is constantly updated, ensuring all knowledge pertaining to events has been collated.
- To assist the Head Chef ensuring purchasing expenditure is in line with forecast business levels.
- To understand and have a working knowledge of all current Health and Safety, Food Safety legislation and to be conversant with the rules contained within.
- To assist the Head Chef in ensuring ordering is done correctly with the nominated suppliers and stock control procedures are adhered to.

PERSON SPECIFICATION

In order to be considered for this post you will need to evidence and demonstrate:

Experience

- At least 2 years' experience or more at a sous chef level
- Banqueting experience

Skills

- At least [specify competency level of Outlook, Word, Excel and/or other IT skills required].
- Menu development

Knowledge

- Understanding on basic flavours

Qualifications

- NVQ Level 2 or higher
- Food hygiene certificate

Attitude

- A strong customer service focus and a genuine desire to deliver an excellent experience, every time.
- A 'can-do' attitude and a positive, flexible approach to the job role, work colleagues and peers.
- A presentable, professional and approachable manner which sets an example for others to follow.
- Willing to work flexible hours including evenings, weekends and Bank Holidays.

