

JOB DESCRIPTION

Job Title:	MARGINS CHEF – Part time
Reporting to:	Margins' Kitchen Supervisor
Responsible for:	Daytime catering and some evening catering
Hours:	Zero hours contract. Typically 18 – 30 hours a week between 9 a.m. and 5 p.m. including Saturday. Occasional evening work.
Salary:	£22,000- £25,000 pa pro rata
Tenure:	1 year contract with 1 months' notice.

Responsible for:

- Developing the catering service offered by The Margins Project to both hirers in the building and external clients to increase revenues and expand the training programme.
- Preparing the food for two weekly daytime cafes, one held on a Wednesday and one on a Saturday.
- Preparing the food for any catering events booked.
- Setting up the food stations for catering events and the two weekly cafes.
- Overseeing the selling of food to the public with the help of volunteers and/or trainees.
- Cashing up café income and submitting forms to the finance office.
- Responsible for supervising trainees preparing and cooking in the kitchen.
- Maintaining high food Health and Safety standards.
- Overseeing cleaning and organisation of the pantry and kitchen
- Setting a good example of recycling and composting.
- Monitoring staff and food costs and wastage after each café/catering event to calculate profit and loss.
- Attending training courses where appropriate.
- Continually review and improve system processes with the Kitchen Supervisor.
- Continually review and revise the café and catering menu.

The Margins Project

Union Chapel Offices, 19b Compton Terrace, London N1 2UN

020 7704 9050 | margins@unionchapel.org.uk | www.unionchapel.org.uk



PERSON SPECIFICATION

Essential:

- A qualified cook with catering experience
- Good planning and organisation skills within a catering context
- Excellent knowledge of Food Safety and Health and Safety in a catering context
- Excellent inter-personal and communication skills
- Excellent time management skills
- A minimum of Level 3 Health and Safety Certificate (or similar)

Desirable:

- Experience of training people and practices
- Experience of working with vulnerable adults

This is a guide to the nature of the work required of the Margins Part Time Chef. It is not wholly comprehensive or restrictive and may be reviewed with the post holder and the line manager from time to time.