



## JOB DESCRIPTION

JOB TITLE: Commis Chef  
DEPARTMENT: Kitchen  
RESPONSIBLE TO: F&B Manager/ Head Chef / Senior Chef on duty

### PRIMARY PURPOSE OF JOB

To work as part of the kitchen team. To prepare food that conforms to company and kitchen standards and to be responsible for the day-to-day running of a given section within the kitchen.

### Summary of Duties and Responsibilities

To maintain the required level of hygiene standards as laid down both legally and by the Holiday Inn standards manual.

To maintain your personal equipment used to fulfil your job i.e. knives, shoes to the required standards as in (1).

On a daily basis check with the function sheets and the Senior Chef on duty as to the work that needs to be carried out that day.

To control a given section within the Kitchen to the standards as laid down. To conform with Health & Safety, due diligence in Holiday Inn standards.

To carry out mis-en-place needed, to the standards laid down.

To check all mis-en-place is to company and kitchen standard.

To support colleagues at all times to ensure teamwork is maintained.

To ensure work area is kept to a safe and hygienic state at all times.

Report any breakdown or/and kitchen hazards directly to the Head Chef or Sous Chef in the Head Chefs absence.

Assist in the smooth running of kitchen service.

No alcohol to be consumed during normal hours of service.

To be aware of departmental and hotel objectives and assist in achieving them.

To comply with and act in accordance with all Company fire regulations and to adhere to the Company's fire policy.

To act in accordance with all Health & Safety and Hygiene regulations and to adhere to the Company's Health & Safety policy.

To attend all statutory training as & when requested.

To arrive at work at the correct time and in the correct uniform ensuring it is in immaculate condition.

To behave in a friendly and hospitable manner to all guests, customers and staff.

This JOB DESCRIPTION is not exhaustive, therefore the job holder may be required, from time to time, to carry out tasks as & when requested by Management.