|  |  |  |  |
| --- | --- | --- | --- |
| Description: Description: cid:_com_android_email_attachmentprovider_1_4837_RAW@sec.galaxytab | **Job Description** | | 2024 |
| **Role:** Chef / Cook | | **Region / Department:** South & West | |
| **Reports to:** Head Chef | | **Pay Band:** Grade 2 lower, £22,672 pro-rata, per annum - £10.90 per hour | |
| **Location:** Culzean Castle | | **Type of Contract:**  Various Fixed Term available.  Full-time and Part-time.  From 23rd March to 3rd November. | |
| **COST CENTRE:** 3CUZ | | **ACTIVITY CODE:** TR1 | |

**JOB PURPOSE**

Here at National Trust for Scotland’s beautiful Culzean Castle we are looking for energetic, cheerful, and hard-working individuals to join our amazing Food and Beverage team.

We are looking for chefs/cooks to assist the Head Chef in the day-to-day operation of the Food & Beverage outlets at Culzean Castle to ensure that all targets are met, and all visitors receive the highest level of visitor experience standards.

Core hours will be the minimum hours available, with the opportunity to work additional hours to suit the needs of the business. Must have full flexibility and weekend availability, hours will be issued on a weekly rota basis.

**KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

* Assist the Head Chef with the development of the menu cycle / specification.
* Contribute to food production as per the menu cycle / specification for all F&B outlets and event catering (corporate, hospitality, meetings etc)
* Maintain accurate and current legislation records: HACCP, COSHH checklists and temperature sheets.
* Ensure the highest standards of kitchen hygiene, cleanliness, tidiness and related schedules are adhered to.
* Use fresh produce and Ingredients whenever and wherever is possible and minimise wastage.
* Maintain a high standard of food presentation to the customer.
* Share in the common responsibility of implementing the Trust’s “Health & Safety Policy”, being mindful at all times of the health and safety of self, staff, volunteers, and visitors.
* Share in the common responsibility of working in a manner mindful of the Trust’s obligations to minimise impact on the environment, through e.g., efficient use of water/heat/light, recycling and the disposal of waste, considered use of transport.
* Help to reduce occurrences where Health or Safety of yourself and other employees may be put in jeopardy.
* Adherence to the COSHH Training provided and control of substances covered by COSHH.
* Involvement in the upkeep and maintenance of both the entire department site and, specifically, the F&B outlets.

**REQUIRED QUALIFICATIONS, SKILLS, EXPERIENCE & KNOWLEDGE**

**Qualifications**

* Intermediate Food Hygiene Certificate
* Preferably a recognised formal qualification in culinary arts

**Essential**

* Highly developed organisational skills, deployable in a multi-tasking environment.
* Ability to work as part of a team and the ability to foster and motivate a team.
* The ability and willingness to learn and try new things, to be flexible and step outside of your comfort zone.
* An open and honest way of communicating, ready to ask others for their ideas and to be open to hear and consider different points of view.
* A pro-active approach to taking initiative and to driving forward ideas and projects designed to improve daily operations and deliver an exceptional visitor experience.

**Desirable**

* Demonstrable experience as a chef in a minimum of 1 rosette Standard in preparing and producing food to a consistently high standard using fresh products and ingredients.
* An understanding and commitment to the aims and objectives of the National Trust for Scotland.
* Living the values of the National Trust for Scotland and encourage colleagues to do the same o The ability and willingness to understand others’ perspectives and to consider the impact of your actions on them and to adapt your actions as necessary.

**DIMENSIONS AND SCOPE OF JOB**

**SCOPE OF ROLE**

**Location**

* The post holder will be based at the Home Farm Kitchen cafe at Culzean but will be expected to work across the other outlets at Culzean at special events/functions when required.

**People Management**

* The Post Holder does not have any line management responsibilities.

**Financial Management**

* Not a budget holder but responsible for the day-to-day management of stock as required.

The **Key Responsibilities** and **Skills**, **Experience & Knowledge** reflect the requirements of the job at the time of issue. The Trust reserves the right to amend these with appropriate consultation and/or request the post-holder to undertake any activities.

**The Key Responsibilities, Scope of Job, and Required Qualifications, Skills, Experience & Knowledge reflect the requirements of the job at the time of issue. The Trust reserves the right to amend these with appropriate consultation and/or request the post-holder to undertake any activities that it believes to be reasonable within the broad scope of the job or his/her general abilities.**

**Applications**

Interested applicants should forward their Curriculum Vitae (CV) or an Application Form to the People Services Department (Applications) by email via workforus@nts.org.uk, by Sunday 17th March 2024

Please ensure your CV includes your full name and contact details, the CV file sent to us should be titled your first initial and surname. When submitting your CV please state the position and job location of the vacancy you are applying for in the subject title or body of your email: For example "Visitor Services Assistant Chef - Culzean".