

# STATION SOUTH

## Job Description

### Head Chef

Salary:	£27,000- 30,000 per annum plus bonuses
Hours:	Full time hours 40 hours per week. Weekend work required. At least one weekend per month off.
Contract:	Permanent contract
Location:	Station South

### Station South

Station South is a destination cycle cafe, bar and urban garden located in the centre of Levenshulme, above the Fallowfield Loop. It's a beautifully reimagined Victorian rail station, with bike repair, gift retail and events.

Station Green will be a people and bike friendly space to hang out, eat, drink, learn and play, with facilities to support cycling and a place for events and activities to promote and celebrate the joy of cycling. It will be open to the public 7 days a week.

The Bike Station repair workshop and store based inside the main building will be open Monday to Saturday from March 2022.

The cafe and bar will open in March 2022, from 9am to 11pm Monday to Saturday and 10am to 10pm on Sundays. A daytime and evening menu will be served until 9pm, starting with a small menu and expanding over time.

## **Where this role sits in the structure**

The Head Chef will report directly to the Chief Executive, work closely with the General Manager and have direct responsibility for all kitchen staff.

## **Job Description - About the Role**

### **Overview**

- Overall responsibility for daily operations in the kitchen
- Producing menus and new dishes
- Managing, training and recruiting chefs
- Ensuring quality and consistency in every dish served
- Effectively control gross profit and labour budget and work alongside the general manager to achieve financial targets
- Liaising with suppliers and producers to develop a seasonal menu that meets the diverse needs of customers

### **Key Responsibilities**

Responsibilities include:

- Support your team to adapt to the changing food demands of the the large external space and cafe terrace, being sympathetic to the venue's context - connected to the Fallowfield Loop
- Create a positive kitchen environment where your team feel welcomed and cared for
- Share your passion and knowledge of food, ingredients and cooking techniques with your whole team
- Work proactively with the creative team to ensure food is presented for social media
- Deal with guest feedback and implement necessary changes
- Create advance monthly rota for kitchen team and manage annual leave
- Ensure food safety and health and safety standards are followed at all times
- Training and developing team members

The above list of job duties is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope of the post.

### **Person Specification**

Skills, knowledge and experience will be assessed against the following criteria:

	CV and covering letter	Interview
<b>Specific experience required</b>		
Experience of leading a team in a fast-paced fresh food kitchen	x	x
Experience of creating great food with quality ingredients	x	x
Experience in working with online delivery companies (Deliveroo, Just Eat etc) and running a take-out operation	x	
Recognise the importance of progression and have previously developed your teams		x
Experience at achieving financial targets	x	x
<b>Skills and Abilities</b>		
Excellent cooking skills		x
Excellent produce and ingredient knowledge	x	x
Know how to manage and improve gross profit and labour budget	x	x
Ability to develop seasonal menu and specials that are creative and profitable	x	x
Have a strong understanding of food safety and health and safety procedures	x	x
Ability to motivate others and build a resilient team		x
IT literate	x	
<b>Specific knowledge required</b>		
Understanding of the latest allergen, Health & Safety and Hazard Analysis and Critical Control Point (HACCP) procedures and regulations	x	

This document does not form part of the contract of employment but does outline our expectations.

If we need to amend this document in the future we will consult with the post holder before doing so.

## Everyone at Station South

- Social purpose shapes all that we do. We understand that a happy team means happy customers. We encourage everyone who works here to have their say and to shape how Station South runs.
- Managers often require their teams to get involved in activities that are outside of their job descriptions as we feel this is one of the ways you can learn on the job, develop new skills, make new contacts and progress your career with Station South

- Station South has clear health and safety policies and it is essential that all our staff and volunteers follow these. Very often our teams come into contact with young people and vulnerable adults through community engagement or volunteering so it is everyone's responsibility at Station South to comply with our safeguarding policies.
- Everyone at Station South should support our goal to build a diverse and inclusive organisation that represents the communities we work in and with and should follow our Equality and Diversity policies and procedures.
- Station South asks that all our employees develop their skills, knowledge and experience through training and personal development activities. Station South will support you with clear objectives and a supportive management culture.
- It is important that everyone at Station South supports and follows the company's branding/key messages and contributes towards raising Station Souths' profile positively.
- We ask that everyone at Station South helps us to develop new opportunities for business development and works to build excellent relationships with our suppliers, stakeholders and customers.