



## Role Description Apprentice Chef May 2022

Kilbreda College is governed by Kildare Ministries and administered by the Kildare Education Ministries Board.

<b>Reports to:</b>	Canteen and Catering Manager
<b>Hours of work:</b>	7:30am to 3:30pm, Monday to Friday These are the normal hours of work but as some College events take place outside these hours' flexibility is required. Time in lieu will be offered in these instances.

All staff members of Kilbreda College are expected to support Catholic education in the Brigidine tradition as expressed in the College's vision and mission statements. Staff are expected to reflect the values of Kildare Ministries in the way that they perform their role and in the relationships they form with all members of the College community. Each staff member's role is designed to contribute to the best possible educational outcomes for all students, enhance the community's strengths and ensure careful stewardship of the College's resources.

As a team player, the Apprentice Chef is committed to promoting and fostering a positive and professional work environment and offering quality service to all stakeholders.

**Child safety:** It is an expectation that every staff member be familiar and comply with, the College's Child Protection and Safety Policy, Code of Conduct and any other policies or procedures relating to child safety.

### KEY AREAS OF RESPONSIBILITY

- Support the day to day operation of the College canteen and functions when required
- Actively observe, learn and practice commercial cookery as per requirements of apprenticeship
- Maintaining a clean and organized kitchen
- Prepare food items in accordance with menu requirements using standard recipes and production methods as directed by the Canteen and Catering Manager
- Assist receipt of delivery of supplies with supervision
- Apply safe working practices in accordance with OH&S Policy and food hygiene standards
- Report equipment faults or problems the Canteen and Catering Manager/Maintenance Manager
- Other duties as directed by the Canteen and Catering Manager

### POSITION REQUIREMENTS:

- Current Working with Children's Check
- Current enrolment in / desire to undertake Certificate III in Commercial Cookery
- Passion and creativity for great food and drive to deliver excellent service
- Ability to work under pressure while maintaining a positive and professional manner
- The ability to take direction and a keen learner

### ACKNOWLEDGEMENT

In electronically acknowledging this position description, the employee is declaring:

- they have read and understood the general requirements of the position;
- they are suitably qualified and capable to undertake the responsibilities within;
- acknowledgement that this document serves to describe the position as accurately as possible but does not constitute a full statement of duties; and
- acknowledgement that other reasonable duties may also be allocated.