**Full or Part-Time**

**Chef (Far Eastern Cuisine Specialist)**

**Welcome from the Principal**

Thank you for your interest in this post. Chase Grammar School is an academic and caring community for 2-19 year olds, with a small family feel.  We have big ambitions and a big heart for all of our students.

We offer a broad curriculum for the 21st century which promotes the academic achievement, personal development and global citizenship of all students at A Level, GCSE, and at all stages throughout our school, in small, focused classes. This is captured in our mission statement:

“***We reach out to provide excellence in individualised education, to nurture, extend and enrich young people to develop into the global citizens and leaders of the future.***”

Our distinctive Chase Passport is used by students throughout the school to set themselves challenges and to plan personal targets to develop each of nine character strengths which we believe are central to success in the 21st century: collaboration, creativity, decision making, empathy, global citizenship, integrity, leadership, problem solving and resilience.

Together with Chase Grammar School, Chase Grammar Prep School and Chase Grammar International Study Centre are part of one integrated campus where students work hard, learn from each other and have fun together!

I am passionate about supporting all staff to develop personally and professionally, and opportunities frequently arise for promotions within the school. We collaborate closely as a team of teachers and share “Tuesday Tips” every week on pedagogy, technology and strategies for students to develop their individual learning abilities.

You are very welcome to request an informal initial discussion with the Principal or Head of Prep School if you are interested in this post, and we also welcome pre-application visits. Please contact the School to take advantage of any of these opportunities.

Yours sincerely



Moira Simpson

Principal

**Chef (Far Eastern Cuisine Specialist) - Full or Part-Time**

An opportunity has arisen for a talented and passionate Chef with experience of Far Eastern Cuisine to join our catering team at Chase Grammar School. The ideal candidate will have a strong background in food production and preparation, with a commitment to maintaining high standards of food safety.

**Duties/Tasks and Responsibilities**

* Ensure that food produced meets the nutritional standards required by children growing through their early and teenage years
* Establishing production of Far Eastern cuisine recipes within a set budget
* Makes adjustments to accommodate students with allergies or specific dietary concerns
* Plan and prepare for events ensuring that the catering at all times reflects well on the school
* Contribute to arrangements for purchasing/ordering and financial administration
* Contributes to maintaining production records**,** stock reconciliationand waste control
* Ensure all school and legislative administration and reporting requirements are followed
* Ensure all Health and Safety and Hygiene procedures and standards of performance are followed

**Hours of Work:** Full or part-time - hours to be discussed

Term time only including 3 half-terms (October, February and May)

**Person Specification**

The following person specification indicates those areas of skills and personal characteristics, qualifications, training and experience that are either essential or desirable in the candidates interviewed.

|  |  |  |
| --- | --- | --- |
| **Skills and personal Characteristics** | **Essential** | **Desirable** |
| Hold suitable technical and professional qualifications for the role as advertised | X |  |
| Has previous catering experience | X |  |
| Knowledge of international cuisines | X |  |
| An ability to cope with pressure in a calm and confident manner | X |  |
| An ability to communicate effectively with students and staff in a variety of ways | X |  |
| An understanding of, and a commitment to, the ethos of the school as a boarding community | X |  |
| Excellent attendance record | X |  |
| Good sense of humour | X |  |
| Tact, discretion & diplomacy | X |  |
| Well-presented and personable | X |  |
| Self-motivated and good organisational skills | X |  |
| The ability to work well within a team | X |  |
| Warmth and sensitivity | X |  |
| A concern for the reputation of the school | X |  |
| Basic computer skills |  | X |

Chase Grammar School is committed to safeguarding and promoting the welfare of children and young persons and candidates must be willing to undergo enhanced DBS clearance screening appropriate to the post, including checks with past employers in accordance with the Children Act 1989.

**Terms & Conditions**

**Salary & Pension:** The School takes part in a Pension Scheme applicable to either teaching or support staff. You will be automatically be enrolled if you meet the relevant criteria, however you do have the option to opt out if required.

**School Fees Remission:** any child of the Teacher who, having satisfied the entry requirements, and at the Proprietor’s discretion, is admitted as a student to the School will receive the benefit of the staff discount of 50% remission of the School fees. This may be increased in the case of Scholarship or Sibling awards.

**Probation Period:** an offer of employment will be subject to a probation period of one year, during which employment will be subject to termination with half a term’s notice.

**Notice Period:** following probation, you will be required to give the School one term’s notice.

**Free Meals:** will be provided throughout the year when the School’s kitchens are