



**ST PETER'S
COLLEGE**
UNIVERSITY OF OXFORD

FURTHER PARTICULARS FOR THE ROLE OF CHEF DE PARTIE – WEEKENDS ONLY

St Peter's College would welcome applications from candidates interested in weekend (Saturday and Sunday) work as a Chef de Partie. Working ten (10) hours each day between 09.00 and 20.00, a permanent part-time contract working twenty (20) hours per week.

St Peter's College

St Peter's College, part of Oxford University, is a thriving and ambitious college engaged in a period of constructive and significant development. We have around 570 undergraduate and postgraduate students, 65 Fellows and Lecturers actively engaged in teaching and research, and circa 80 administrative and domestic staff. A friendly and tight-knit community, St Peter's is one of the colleges that is most closely integrated into the city centre, within easy reach of shops, restaurants, and transport links. For further information see: www.spc.ox.ac.uk

St Peters Catering Department

Our ethos is fresh, homemade, nutritious, sustainably sourced, and thoughtfully produced food. Keeping the offer up to date and ever-evolving and forward-thinking. Always tapping into the most exciting culinary trends dominating our high streets for college students.

Job Summary

The Role

Supporting the Second Chef in the provision of excellent quality food for College members, students, staff, and conference guests, efficiently and cost-effectively; and working with the Second Chef in a supervisory role to ensure the smooth running of operations in the kitchen.

Main Duties

- To prepare, cook and serve Brunch and evening meals, as required, observing the College standards of quality and portion control.
- To lead the team while on shift, delegating as appropriate to ensure the provision of high standards of food production
- Share in the cleaning and good housekeeping practice in the kitchen, and maintain high standards of cleanliness in all areas paying due regard to all Food Hygiene legislation
- Maintain health and safety standards of the kitchen, paying due regard to the College Health and Safety Policy in all areas of responsibility
- Have regard for the security of the College, reporting any suspicious activity or occurrence

The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the college and the overall business objectives of the organisation.

Person Specification

Essential: -

- Minimum of NVQ Level 3 or equivalent catering qualifications, including the ability to design appropriate menus
- Ability to lead a team and work without direct supervision
- Up to-date Food Hygiene Level 2 Certificate or higher.
- A competent knowledge of British & world foods.
- Experience in a similar role & environment showing good progression of skills.
- Adequate knowledge of English to ensure an understanding of instructions and the ability to communicate effectively with staff and customers.
- Accuracy and speed in cheerfully executing tasks even when under pressure.
- Able to work effectively as part of a team and proactively help other team members.
- Able to lift items to 25kg.
- Able to cope with a busy and demanding environment.
- Flexibility to work a varied shift pattern.

Desirable: -

Some prior experience working in a College environment.

Terms and Conditions

Appointment	The appointment will be subject (i) to the provision of an original document that indicates your right to work in the UK, and (ii) the completion of an initial probationary period of six months, at any time during which either you or the College can terminate your employment with one week's notice to the other. Subject to satisfactory review and confirmation of the post the notice period will be one month on either side.
Salary	Hourly rate of £13.56 - £14,102.40 per annum
Hours of work:	Working ten (10) hours each day between 09.00 and 20.00 (a permanent part-time contract working twenty (20) hours per week.
Pensions	The post-holder will be entitled to join the Oxford Staff Pension Scheme.
Meals	A free meal is provided in College when on duty.

How to Apply

Applications consisting of a cover letter outlining the reasons for their interest, and the qualities they feel would make them particularly suitable for this position and a CV, including the contact details of two individuals willing to act as referees (these will only be requested in the case of a successful application) together with a Recruitment Monitoring Form, should be sent by email to the HR Manager, at the following address human.resources@spc.ox.ac.uk.

This vacancy will remain open until a suitable applicant has been found.

Data Protection

All data supplied by applicants will be used only to determine their suitability for the post, and will be held, as defined in the General Data Protection Regulation (“GDPR”), the Data Protection Act 2018 and the College Policy on Data Protection as amended from time to time.

St Peter’s is an equal opportunities employer that supports and encourages underrepresented groups and values diversity.