



Job Description: Casual Sous Chef

Position Title: Sous Chef

Reporting directly to: The Chef

Directly reporting to this position: Kitchen hands and refectory staff

Job Summary

The Sous Chef will be working within the Archbishop's Seminary's Kitchen. The Casual Sous Chef is only required to be available to perform his/her duties whenever the need arises and hours of work can vary each week and there may also be zero hours within a week.

Working within a team, the Kitchen staff prepare breakfast, lunch and dinner, coffee breaks and snacks for the Seminary's residents, the Hospitality clients and the school canteen.

The Sous Chef is responsible for assisting with the overall success and delivering the ethos of our place and preparation of good and wholesome meals that is expected from visitors and residents and management.

Overall duties

- Food preparation in line with the Seminary's standards and expectations of food quality, freshness and presentation.
- Motivates, trains, develops, and directs the back-of-house personnel in preparing the refectories, preparing snacks for the canteen and cooking food.
- Coordinating and participating in the preparation and cooking of various food items for the different sections entrusted to the Seminary's kitchen.
- Checking inventory of the food stores and issuing items as needed and ensures that records are kept of such movements.
- Receiving deliveries and checking them and assisting the chef in placing orders
- Maintaining a sanitary cooking environment.
- Ensuring that all cooking procedures adhere to safety standards.
- Checking equipment and appliances and ensuring everything functions properly and safely.



- Communicating with other chefs and managing kitchen staff.
- Discuss with the chef the weekly roster.
- Able to handle a majority of the tasks typical of a kitchen, including preparing, cooking, cleaning and quality assurance.
- Oversee the work of the kitchen and refectory personnel as they complete their duties.
- Contributes to all parts of the culinary process to ensure that patrons receive the highest-quality food.

Requirements

Maltese speaking.

Possess a strong attention to detail in terms of food quality, sanitation measures and safety regulations.

Food handling course and holder of a valid licence B required.

To be familiar with HACCP Standards and Health & Safety Regulations as stipulated by Law.

Able to work on their own initiative.

Willing to work flexible hours

Culinary related certificates will be considered an asset.

Those with experience will be given preference

Conditions of work

This position is for an individual who, despite being employed elsewhere, is willing to offer his or her services on an as-needed basis. Hours of work can vary each week and there may also be zero hours within a week.

Hours of work: Morning shift is from 7:00am to 3:00 pm Afternoon/evening shift from 1:00pm to 9:00pm. The employee may be rostered either mornings or evenings and weekends.

Paid holidays: pro-rata entitlement to sick leave, vacation leave, statutory bonuses and any other entitlements stipulated by law.