



WADDESDON

Job Description

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| Job Title: Chef de Partie – Seasonal | |
| Managed by: The Head Chefs | |
| Department(s): Catering | Location: Waddesdon |

Waddesdon is a Rothschild house and gardens set in the Buckinghamshire countryside just outside Aylesbury. It was created for Baron Ferdinand de Rothschild in the 1870s. Now owned by the National Trust, but managed by a family trust (the Rothschild Foundation), it remains the epitome of 'Rothschild style'.

Visitors today can still see Ferdinand's unrivalled collections of decorative arts and paintings, alongside contemporary art, and wander in the immaculate gardens. There is also a working aviary, wine cellars, shops, restaurants and a woodland playground.

The staff and volunteers help mount special exhibitions, host educational visits, hold wine tastings, lead guided walks and talks, and run events throughout the year, including a magical Christmas season. Private events – parties, meetings and weddings – are held at the Dairy (a private building on the estate) and at the Five Arrows, a Grade II listed boutique 16 bedroom hotel near the gates of the Manor.

The position will aid the catering department from commis chef to the Head Chefs in all aspects of food preparation and the implementation of Waddesdon food policy throughout the property.

The Chef de Partie will be required to successfully run a particular section of the kitchen and to deputise for the Sous chef when required, maintaining the highest standards of service and financial management at all times. The Chef de Partie will also be expected to assist with the ongoing training of all members of the kitchen staff when on their section.

The Chef de Partie will be required to help with menu planning and costing sessions; normally in the closed season. The Chef de Partie will need to develop a knowledge of, and interest in, many different styles of food.

Key responsibilities:-

1. Food

- (a) To prepare and produce starters, hot meals, sandwiches, picnics, desserts, and salads in accordance with recipe and presentation requirements.

- (b) To assist in all sections of the kitchen as required and other kitchens at Waddesdon.
- (c) To achieve correct portion control and minimisation of waste at all times.
- (d) To follow guidelines set with the Head Chefs on the presentation of each individual dish that leaves the kitchen.
- (e) To carry out all food preparation and service in the most efficient, organised and safe manner.

Achievement can be gauged by reference to customer satisfaction, Head Chefs and Head of Catering & Retail comments, and the successful achievement of budgets.

2. **Hygiene**

- (a) To ensure that the section and equipment therein are systematically cleaned on a daily basis. To assist in the cleaning of the other kitchens as required by the Head Chefs
- (b) To store deliveries in the correct area with proper stock rotation.
- (c) To ensure all aspects of the Food Hygiene Regulations are complied with.

Assessment can be made by reports from the EHO, the Head of Catering & Retail, the Head Chefs and by efficient completion of HACCPs requirements.

3. **Staff**

- (a) The Chef de Partie must follow good working practice at all times.
- (b) The Chef de Partie must be punctual and in full uniform at all times.
- (c) They must help foster an environment of commitment, enthusiasm and confidence, encouraging fellow chefs and assistants, and keeping up with their training.
- (d) Waddesdon is committed to ensuring that the Chef de Partie is helped to develop in their role in the organisation, and thus will expect attendance at such training and development courses as considered necessary and appropriate by the Head Chefs

4. **Equipment/Maintenance**

- (a) The Chef de Partie must ensure the correct usage of kitchen equipment in their section at all times. Equipment should only be used after thorough training by the Head Chefs.
- (b) Breakages and failures should be reported to the Head Chefs immediately.

Reference to budget and maintenance contracts will illustrate success or otherwise in this area.

5. Financial Control

- (a) The Chef de Partie must be aware of budgets, expenditure and costs. They should be able to assist the Head Chefs in minimising waste and maximising profit to achieve the gross profit percentage set by the Head of Catering & Retail.
- (b) Ensure at all times the cost effective use and protection of all company assets in your control.

This may be judged monthly through study of the financial summary.

6. Environmental Awareness

All staff are expected to observe Rothschild Foundation Waddesdon policy and practices for the protection and improvement of the environment, and to ensure the security of equipment and buildings.

7. Relationships

At all times to maintain good working relations with all members of the Waddesdon staff, visitors and other members of the public.

8. Health & Safety

Ensure the practicable and reasonable compliance with applicable statutes, regulations and directives regarding health & safety including the Rothschild Foundation Waddesdon health & safety policies.

These duties are not exhaustive and additional duties can be requested by the management team on an ad hoc basis.

Terms & Conditions:

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| Contract Type: | Seasonal casual |
| Salary: | Competitive hourly rate plus a share of the discretionary service charge. Dependent on age and experience. |
| Hours: | <p>Wednesday to Sunday rota, including Public Holidays (excluding Christmas Day and Boxing Day) and the occasional shift outside of the normal rota, as required by the business.</p> <p>General hours 9am – 6pm Christmas Hours 9am – 7pm No split shifts, little evening work.</p> <p>Hours may vary and cannot be guaranteed. Your pay will reflect the hours you work. Hours of work to suit the needs of the business (exclusive of breaks).</p> |

Annual Leave: your statutory annual leave entitlement is 28 days (20 days plus 8 public holidays), or 5.6 weeks. This will be pro-rat'ed based on actual hours you work. If you work a public holiday, you will be paid double your hourly rate, but your statutory annual leave entitlement will reduce accordingly (i.e. you are being paid double on that date, so therefore not entitled to holiday pay or TOIL far that date).

Benefits: 20 % staff discounts in our on-site Restaurant and Shops, 10% on wine
Matched company pension scheme up to 10% of salary
Beautiful location working within the charity and heritage sector
Free parking

Applications

Please send a CV and covering letter to

application@waddesdon.org.uk

Closing Date: Wednesday 20 October

Interviews: TBC