



CHAPTER

CHEF

Job description

Responsible to:	Head Chef
Responsible for:	–
Salary:	£13.10 per hour
Hours:	0 hours Flexible, no split shifts, maximum 8 hours per day, including weekends and bank holidays
Contract:	We accept applications for full time or part time hours. We offer a flexible working environment. Early shifts, evening shifts and weekends are part of the position.

CAFÉ BAR

Our café bar is located in the main concourse, with space for 200 covers. Food is on sale every day from 9am to 8.30pm, with a varied menu of freshly made hot food, sandwiches and salads, tea, coffee and cakes. Alcohol is served from midday to 11pm. There is a hospitality service for functions within the arts centre, providing a full range of

refreshments from tea and coffee to sandwich platters and buffets.

JOB PURPOSE

To be part of a team of chefs in the Chapter kitchen dedicated to providing a high quality, cost-effective menu for the café bar and hospitality service. As part of the team, you will continually strive for excellence, maintain a clean and safe environment, help deliver targeted profit levels, control waste and help maintain the highest standards of kitchen hygiene.

Main duties

- Prepare and cook the menu at Chapter, which is all cooked from scratch.
- Take a proactive approach to maintaining high standards of service in a busy kitchen.
- Learn and execute menus and recipes as set by the Head Chef or Sous Chef.
- Support the team across all sections of a kitchen.
- Understand and prepare food for a variety of dietary needs.
- Work in a clean and tidy environment observing good food safety practice.

PERSON SPECIFICATION

In order for you to plan what needs to be included in your application, look closely at the essential and desirable criteria. This will assist you deciding what to include.

The shortlisting panel will be able to assess your suitability from this area.

The sort of evidence you may wish to provide includes:

Essential

- Knowledge of health & safety and food hygiene regulations, with a current hygiene qualification, level 2 minimum.
- Good food knowledge and food preparation skills
- Understanding of a variety of dietary needs, vegan, vegetarian, food allergies etc and the work requirements to control cross contamination.
- Ability to work in an environment which can be pressured at times.
- Confidence to work on any section within a kitchen.
- Works clean, keeps workstations mess and clutter free.

Desirable

- Qualified to NVQ Level 2 or equivalent.
- Ability to communicate in Welsh.



Art in the Bar – Leanne Ross: ALL MY PALS

ABOUT CHAPTER

Chapter is an arts centre based in Canton, Cardiff. It is a Centre for excellence for the arts which comprises studio and hire spaces, theatres and cinemas, a gallery, a café bar and over 50 spaces for creative companies.

Each year we present over 2000 events and programmes which attract over 750,000 visitors to the centre. Our support for artists and creators is matched by our commitment to show the best innovative art, performance and film from Wales and from the world to the widest audience.

Founded in 1971, Chapter is both a Charity and a Limited Company. Chapter (Cardiff) Ltd represents the Charity, while Chapter (Trading) Ltd is a wholly owned subsidiary of Chapter (Cardiff) through which we run the café bar.

The Chapter group is not for profit and is funded through a mix of earned income from ticket sales, café bar, hires and rents alongside funding from organisations such as the Arts Council of Wales, the British Film Institute and Welsh Government.

Chapter's café bar contributes to the social life of the centre which houses a theatre, gallery, two cinema screens, meeting facilities, offices and tenanted spaces. The centre is open seven days a week and there are activities through from 8.30am to 11pm.

Chapter's kitchen operates from 9am to 8pm and offer a varied menu from breakfast through lunch and dinner and covers hospitality menus for meeting and conferences.

Chapter employs about 80 people and has a turnover of c.£3.5 million per year.

We are employee focused, through benefits, policies and practices.



Image by Margaux Contant

ABOUT THE BENEFITS

Chapter is a flexible and friendly employer, offering hybrid working and flexible hours. Staff benefits include:

- 5.6 weeks of holiday per annum, including bank holidays, pro rata for part-time positions
- A contributory pension scheme to which you will be auto-enrolled (subject to the conditions of the scheme). The scheme enables you to save for your retirement using your own money, together with tax relief and contributions from the company
- 20% off food and drink in the café bar
- Enhanced Maternity and Adoption Pay, after a year's service
- Welsh at Work scheme
- Two free cinema tickets a month
- Discount on cinema and theatre tickets
- Access to an Employee Assist Programme
- Complimentary tea/coffee in our office space
- Complimentary lunch when working in the building
- Support for continuous development
- Eye Care for DSE
- Secure bike racks
- Staff parking
- Staff socials