**A picture containing text, clipart

Description automatically generated**

JOB DESCRIPTION & PERSON SPECIFICATION

Job Description

KEY INFORMATION

|  |  |
| --- | --- |
| **Role Title** | Sous Chef |
| **Reports to** | Head Chef |
| **Hours** | Full Time, 40 hours per week |
| **Contract** | Permanent |
| **Annual Leave** | 33 days per annum inclusive of Public bank holidays |
| **Salary** | Upto £36,000 per annum (dependant on skills and experience) |
| **Location** | Eastbourne Theatres |

ABOUT TRAFALGAR ENTERTAINMENT (TE)

We’re a leading theatre and live-entertainment group with a national and international footprint.

Co-founded by Sir Howard Panter and Dame Rosemary Squire in 2017, Trafalgar Entertainment is a business focussed on bringing people together to share in the live experience; through new productions, through the operation of amazing theatre and live-event spaces, and through distribution of live-streaming content. The group is home to Trafalgar Theatres, Trafalgar Theatre Productions, Trafalgar Releasing, Stagecoach Performing Arts, Helen O’Grady Drama Academy, Trafalgar Tickets, London Theatre Direct, Stagedoor App, Jonathan Church Theatre Productions and Chiswick Cinema.

ABOUT TRAFALGAR THEATRES

**Trafalgar Theatres** is the venue-operating division of TE. We currently operate 15 venues; including 12 in the UK regions; the Trafalgar Theatre in London’s West End and the Theatre Royal in Sydney. We’re growing fast, we’re confident in what we do, and we’re ambitious about the future. There’s never been a better time to get onboard.

We are passionate about entertainment, audiences, and the live experience and we value Creativity, Collaboration, Excellence and Respect.

ABOUT THIS ROLE

The Sous Chef role is an integral senior member of The Eastbourne Theatres Team. Working within and leading the venue’s kitchen team when deputising in the Head Chefs absence, the position plays a key role in executing the Trafalgar Theatres retail and events food offering. They will be vital in the achievement of delivering consistent food excellence by implementing the groups food offering. The Sous Chef is a practical and hands-on role which under direct leadership of the venues Head chef will both, support leading the team within the venue, and contribute, when requested, to the groups menus by attending development sessions. The Sous Chef is also responsible for supporting, implementing and promoting the Group's Food Safety Policy and Food Safety Management System, ensuring they are fully adherd at all times .

ABOUT YOU

As a motivated, engaging, and dynamic leader you’ll have flair of creativity with a keen eye for detail alongside experience of preparing and successfully delivering high standard of food services in an events, restaurant, hotel, catering or similar business background producing quality, fresh produce. You’ll have an understanding of the current Food Safety and Health & Safety rules, regulations and legislation, ideally, along with a NVQ level 3 qualification, or as a minimum Level 2 Food Safety.

JOB ROLE – SOUS CHEF

KEY RESPONSIBILITIES

* Excellent organisational skills, effectively overseeing the ordering, food preparation and delivery of food services maintaining high standrards and quality throughout, ensuring stock rooms are adequately stocked, maintained and rotated for every service in accordance with the company’s stock management policy as instructed or in the absence of the venues Head Chef.
* Work within the appropriate costings and budgets, minimising waste and executing the groups menu specifications accurately.
* Willing to travel, work evenings, weekends & Bank Holidays.
* Basic understanding of IT, Microsoft Word and Excel.
* Support the Group’s food Development, participating in group and supplier development sessions, when required.
* The ability to lead and manage a team as deputy to the venues Head Chef, effectively communicating with colleagues and venue management ensuring preparation, and service deadlines are adhered to, delegating when and where needed.
* Competent in the efficient execution of kitchen administration, including documentation of food safety and cleaning records in accordnace with the Company’s Food Safety Management System.
* Ensure appropriate quality control measures and hygiene practices are at all times implemented and achieved in accordance with health and safety legislation and Company policy.
* To act as an ambassador at all times for the venue and Trafalgar Theatres.
* Dress in accordance with Company uniform policy and wear protective clothing where issued and instructed.

The post holder with carry out any other duties as appropriate to the post and as requested by the senior group hospitality leaders.

This is not an exhaustive list of duties. from time to time, you may be required to undertake such alternative or additional duties which will commensurate your skills, experience, and capabilities.

**Trafalgar Entertainment is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.**

**We are curious, courageous, and ambitious, empowering people to challenge and innovate in pursuit of excellence.**

****

Registered Office: Trafalgar Entertainment Group | Ashcombe Court | Woolsack Way | Godalming | United Kingdom | GU7 1LQ