

KEY INFORMATION

Role Title	Head Chef
Reports to	Conference & Hospitality Manager
Hours	Full Time, 40 hours per week
Contract	Permanent
Annual Leave	33 days per annum inclusive of public bank holidays
Salary	£42,000 per annum
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 21 venues; including 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 Head Chef role is an integral senior member of Eastbourne Theatres management team. Working within the venue and leading the venue's kitchen team, the role 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 Head Chef is a practical and hands-on role which leads and supports the team within the venues and the groups continuous menu enhancement by attending menu development sessions within the group's portfolio. The Head Chef is also responsible for supporting, implementing, and promoting the Group's Food Safety Policy and Food Safety Management System, ensuring they are fully implemented 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 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 – HEAD CHEF

KEY RESPONSIBILITIES

- Excellent organisational skills, responsible for the ordering, food preparation and delivery of food services maintaining high standards and quality throughout, ensuring stock rooms are adequately stocked, maintained and rotated for every service in accordance with the company's stock management policy.
- Work within, and responsible for ensuring the appropriate costings and budgets, minimising waste are adhered to 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 work in both solidarity conditions and lead and manage a team, 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 accordance 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 will 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