Role Description

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| Job Title | Sous Chef |
| Reports to | Chef Manager |

**Job context**

Maidwell Hall is a co-educational boarding and day school, educating pupils from Reception through to Year 8. Situated in a beautiful part of Northamptonshire, pupils at Maidwell Hall are encouraged by a dedicated team of staff to make the most of the 40+ acres of parkland, woodlands, lake and sports fields. At the heart of the school estate is a 17th century manor house, and all these factors combine to provide the perfect place for young children to learn and grow throughout their formative years.

With a Pre-Prep which opened in 2020, Maidwell Hall is growing and currently educates 151 pupils: around 50% of pupils fortnightly or flexibly board. In September 2022, Maidwell Hall joined the Uppingham Group of Schools (UGS), and the recent merger starts the school’s next chapter, which will arguably be its most exciting and ambitious.

The school’s extensive gardens cover approximately 54 acres together with the main building and Pre-Prep Building. The team strives to achieve quality grounds and buildings through the maintenance, development, and improvement of all areas.

**Job purpose**

We are looking for a committed, experienced, and passionate Sous Chef to join the catering team at Maidwell Hall.

**Your accountabilities**

Note: this section is a guide to the nature and principal duties of the position as they currently exist and is not intended as a comprehensive list.

* Preparing and cooking meals for pupils breakfast, lunch and dinner in prestigious prep school.
* Supporting with food orders
* Check all food is compliant with allergens and Natasha’s law.
* Following recipe cards to prepare, cook and serve a range of meals
* Completing daily paperwork to cover due diligence
* Assisting with deliveries and stock checks / placing orders and maintaining kitchen records
* To share responsibility with the Chef manager/Catering manager for the checking, probing and signing of all food deliveries
* To monitor and record temperatures of fridges, freezers, hot cabinets and serveries.
* Assisting in daily and weekly kitchen deep cleans
* Full knowledge of all menu items served

**Qualifications, skills and experience, personal qualities required**

**Qualifications:**

* Experience/Qualifications relating to the position of Sous Chef
* Relevant culinary qualifications

**Skills and experience**

* Undertake relevant training as required
* Previous experience in a similar role
* Allergen awareness
* Excellent team player and communicator
* A confident chef
* DBS required
* Full clean driving license

**Personal qualities**

* Be decisive and confident in own skills and ability.
* Self-motivate, self-evaluate and show initiative.
* Love creating meals that put a smile on people’s faces
* Work alone, with minimum supervision or as part of a team.
* Work at a commercial pace and in a clean, efficient and logical manner.
* Solve unexpected problems within the normal working day in a calm and logical manner.

**Working hours**

40 hours per week

40 weeks per year total

Shifts ranging from 5am – 9pm on a 5 from 7 rota term time only, totalling 40 weeks

**Salary**

£26,000 per annum

**Benefits**

* 50% Contribution towards premiums for the School’s private health scheme
* Discount on School fees
* Discount at a local nursery in Uppingham
* 25% Discount on holiday club fees for children of Uppingham or Maidwell Hall staff
* Westfield healthcare
* Westfield Rewards which gives discounts at various retailers, gyms, cinemas, and restaurants
* Contributory pension scheme
* Employee Assistance Programme
* In house Occupational Health Service
* Membership to dual-use Sports Centre (with a £25 annual joining fee)
* Free staff lunches during term-time
* Free annual Flu vaccinations
* Complimentary staff ticket for select School performances
* Cycle to Work scheme
* Recognised as a “Disability Confident” employer
* Recognised as a “Mindful” employer
* Recognised as “Investors in Diversity”

**Probation period**

Six calendar months.

**Pension scheme**

Defined contribution scheme: employee contribution matched by School by factor of

two, up to 10% maximum

**Safeguarding**

The post-holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact, will be to adhere to and ensure compliance with the school’s safeguarding (child protection) policy at all times.  If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school they must report any concerns to the school’s Designated Safeguarding Lead (DSL) or to the Headmaster.