



THE QUEEN'S CLUB

FOOD PRODUCTION MANAGER

Job Title: Chef de Partie

Purpose: Produce food across all areas of the Club to the highest standard and quality and supervise junior chefs to ensure food hygiene and general health and safety standards are met. To help support and build the reputation of The Queen's Club as the finest racquet sports club in the world.

Reports to	Head Chef, Sous Chef, Junior Sous Chef
Responsible for:	Junior chefs, casual and agency workers
Key Liaisons:	Managers, staff, Members, Club guests and visitors

Key Responsibilities:

Food production:

- Plan, organise and deliver a consistently high standard of food as required maintaining food safety at all times.
- Follow food production standards at all times.
- Maintain an accurate and up to date understanding of restaurant and function requirements on a daily basis assisting with kitchen team briefing as required.
- Deliver summer tournament and other tournament/Club event food to standard as directed by the head chef.
- Provide direction and support for junior chefs to complete work required to standard and assist in the training required to enhance kitchen skills.
- Take charge of shifts and supervise the kitchen production requirements to standard as required by the Food Production Manager.
- Minimise all food wastage updating cross over control records and regularly update the Sous Chef/Head Chef as necessary.
- Follow daily opening, closing and cleaning procedures recording work where required.
- Check all kitchen equipment to be used each shift to ensure in safe working order reporting problems immediately.
- Assist with any food deliveries as required ensuring standard section stock levels are maintained and rotated effectively.
- Follow the security procedures across all kitchen areas and stores to prevent theft or loss of kitchen equipment and food.



Health, safety and food hygiene; Safeguarding and Child Protection:

- Ensure all statutory and internal health, safety and food hygiene requirements are met when preparing and storing food maintaining accurate records where required.
- Assist the Head Chef/Sous Chef with the training and supervision of all general health, safety and food hygiene safety requirements within the kitchen.
- Assist in any Health and Safety Executive or Environmental Health Officer visits/requests as required.
- Supervise the safe working practices of all kitchen staff.
- Work within the statutory health and safety requirements generally. Reporting any issues of maintenance and health and safety within the kitchen or as seen across the Club to the Food Production Manager/Manager on duty taking prompt personal action to resolve/stop any hazardous/dangerous occurrences.
- Work safely at all times adhering to Manual Handling Regulations.

General requirements:

- Make suggestions and recommend any improvements to the Food Production Manager.
- Assist the Head Chef in the development of kitchen standards and menus where required.
- Assist in meeting gross profits and revenue targets and help control costs wherever possible.
- Assist the Head Chef with the induction and supervision of new staff and casual and agency workers as required.
- Attend internal meetings where required.
- Be accessible and responsive to staff and Members across the Club.
- Undertake projects and assist where possible and where asked by the Head Chef/Sous Chef.
- Conduct all aspects of your work and behaviour in line with the values of The Queen's Club.

If you have the skills required and would like to join our team working with people who are passionate about delivering a high level of service then please submit your C.V along with a cover letter to recruitment@queensclub.co.uk

Please note that by applying for this vacancy you accept The Queen's Club Recruitment's Privacy Policy and GDPR Policy which a copy can be obtained from HR and therefore give us consent to contact you.