



# Position Description

**Position Title:** Lead Chef  
**Department:** Outside Catering  
**Location:** Central Production Unit, Garforth  
**Reporting to:** Executive Chef  
**Date Prepared:** 28/08/2024

CGC Event Caterers is a long established caterer with decades of experience in the hospitality industry. We operate at venues of all sizes and have exclusivity at prominent sporting, entertainment and cultural locations across the UK and is also the European Catering Division for ASM Global, the global leader in the delivery of live entertainment and events.

In the UK, we operate at the following venues:

- Eight Yorkshire Racecourses including the world famous York Racecourse
- Yorkshire Event Centre – Harrogate
- The Sun Pavilion – Harrogate
- Lincolnshire Epic Centre – Lincoln
- LNER Community Stadium – York
- Theatre Royal and Royal Concert Hall – Nottingham

## **POSITION PURPOSE**

The role will be to ensure the facility operates efficiently and in line with budgets and the highest standards of customer service achieved. You will be responsible for the running of the kitchen. To support in delivering special events, monitoring and maintenance of culinary standards, also ensuring all CGC procedures and systems are being adhered to.

## **KEY RESPONSIBILITIES**

- Responsible for the preparation and cooking of food ensuring that the company's reputation for quality is enhanced with customers and clients at all times
- Possess an exceptional drive for quality food
- Ensuring all food safety is adhered to
- Maintaining food monitoring procedures to facilitate budgetary control and to monitor all costs involved in the kitchen against agreed budgets
- Assist in designing and introducing new Hospitality and Concession food menus
- Ensuring that the food quality is consistently high and all hygiene standards are exceeded
- Maintaining and completing relevant paperwork regarding production, wastage and cleaning records
- Any other reasonable duties as instructed by General Manager to meet the needs of the business

## **PERSON SPECIFICATION**

- Professional Cookery Level 3 qualification or equivalent ( desired )
- Passion for great food and excellent service delivery
- Excellent verbal and written communication skills at all levels
- Financially astute with regards to food costings and margin management
- Ability to work on own initiative but within a framework



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- Working knowledge of Microsoft applications including Word, Excel and PowerPoint
- The ability to constantly perform well in high-pressure and fast paced environment
- Excellent organisational skills to ensure the smooth running of the kitchen

### **BENEFITS**

- 25 days holiday
- Life assurance
- Pension
- Healthshield - Health cash plan
- Free on-site parking
- Employee Assistance Programme
- Employee Recognition Programme

### **GENERAL INFORMATION**

The requirements of the business are such that it is necessary to have a flexible approach and therefore some business-related travel to be able to work at our venues and operational sites will be required.