

CHAPTER

Chapter Café Bar

Role:	Chef
Department:	Chapter Trading
Salary:	£22,000
Contract (hours):	We accept applications for full time or part time hours. We offer a flexible approach to a flexible working environment. Early shifts, evening shifts and weekends are part of the position.
Work location:	Chapter Kitchen
Reports to:	Head Chefs
Responsible for:	Not applicable

About Chapter

Chapter is an arts centre based in Canton, Cardiff. It is a Centre for excellence for the arts which comprises studio and hire spaces, theatres and cinemas, a gallery, a café bar and over 50 spaces for creative companies.

Each year we present over 2000 events and programmes which attract over 750,000 visitors to the centre. Our support for artists and creators is matched by our commitment to show the best innovative art, performance and film from Wales and from the world to the widest audience.

Founded in 1971, Chapter is both a Charity and a Limited Company. Chapter (Cardiff) Ltd represents the Charity, while Chapter (Trading) Ltd is a wholly owned subsidiary of Chapter Cardiff through which we run the café/bar.

The Chapter group is not for profit and is funded through a mix of earned income from ticket sales, café/bar, hires and rents alongside funding from organisations such as the Arts Council of Wales, the British Film Institute and Welsh Government.

Chapter's café bar contributes to the social life of the centre which houses a theatre, gallery, two cinema screens, meeting facilities, offices and tenanted spaces. The centre is open seven days a week and there are activities through from 8.30am to 11pm.

Chapter's kitchen operates from 9am to 8.30pm and offer a varied menu from breakfast through lunch and dinner and covers hospitality menus for meeting and conferences
Chapter employs about 80 people and has a turnover of c.£3.5 million per year.

We are employee focused, through benefits, policies and practices.

Job Purpose

To be part of a team of chefs in the Chapter kitchen dedicated to providing a high-quality, cost-effective menu for the café-bar and hospitality service. As part of the team you will continually strive for excellence, maintain a clean and safe environment, help deliver targeted profit levels, control waste and help maintain the highest standards of kitchen hygiene.

Main Duties and Responsibilities

- Prepare and cook the menu at Chapter, which is all cooked from scratch.
- Take a proactive approach to maintaining high standards of service in a busy kitchen
- Support, learn and implement menus, bringing ideas for the specials board, outside of the daily menu.
- Can work to prepare food for a variety of dietary needs
- Work in a clean and tidy environment observing good food safety practice.

PERSON SPECIFICATION

ESSENTIAL

- Knowledge of health & safety and food hygiene regulations, with a current hygiene qualification.
- Experience in a busy kitchen.
- Good food knowledge and food preparation skills
- Understanding of a variety of dietary needs, vegan, vegetarian, food allergies etc and the work requirements to control cross contamination
- Ability to work in an environment which can be pressured at times.

DESIRABLE

- Qualified to NVQ Level 2 or equivalent.
- Ability to communicate in Welsh

ABOUT THE BENEFITS

Chapter is a flexible and friendly employer, offering hybrid working and flexible hours. We do not operate a split shift system in the kitchen and you are paid for all the hours we ask you to work. Staff Benefits include:

- 5.6 weeks of holiday per annum (bank holidays included in calculation, but if you work a bank holiday you get an alternative day off) pro rata for part time positions.
- Chapter operates a contributory pension scheme to which you will be auto-enrolled (subject to the conditions of the scheme). The scheme enables you to save for your retirement using your own money, together with tax relief and contributions from the company.
- Uniform provided
- 20% off food and drinks in the café/bar
- Pro rata share of all tips received
- Enhanced Maternity and Adoption Pay, after a year's service.
- Welsh at Work scheme
- You are entitled to two free cinema tickets a month.
- Access to an Employee Assist Programme
- Complimentary tea/coffee and meal when working
- Support for continuous development
- Eye Care for DSE
- Secure bike racks
- Staff parking
- Staff get togethers