



JOB DESCRIPTION

CHEF



SAVING SPECIES FROM EXTINCTION | WWW.DURRELL.ORG

DURRELL WILDLIFE CONSERVATION TRUST is a Registered Charity with the Jersey Charity Commissioner, registered charity number: 1
DURRELL WILDLIFE CONSERVATION TRUST - UK is registered in England and Wales. A charitable company limited by guarantee. **REGISTERED CHARITY NUMBER** 1121989
REGISTERED COMPANY NUMBER 6448493 **REGISTERED OFFICE** c/o Intertrust Corporate Services (UK) Limited, 1 Bartholomew Lane, London, EC2N 2AX

INTRODUCTION TO DURRELL

Durrell Wildlife Conservation Trust is an international charity working to save species from extinction. Headquartered in Jersey in the Channel Islands, Durrell focuses on the most threatened species in the most threatened places.

Established by author and conservationist, Gerald Durrell, in 1959, Durrell delivers its conservation mission through our three integrated core areas of operation:



**A centre of excellence
in animal husbandry,
research, training and
education**



**Training future
conservation practitioners
and monitoring and
evaluating conservation
science which underpins
all Durrell activities**



**Conservation action
where it is needed most**

With a track record of 60 years, Durrell leads some of the world's longest running and most successful species and habitat recovery programmes. The quality of our work is equally as important as how we deliver it. Our values, underpin how we approach our work and the work environment we create.

OUR VALUES

PURPOSEFUL

We are clear on why we do what we do, are connected as an organisation, we understand and demonstrate enabling / delivery, we are passionate about what we do and work tirelessly to achieve it.

ACCOUNTABLE

We are accountable for our actions; we act with integrity and always have the best interests of the Trust at heart. We take it upon ourselves to update our knowledge and deliver excellence, and our ethics are of the utmost importance.

SUPPORTIVE

We develop and encourage our staff, we work as a team, work well with other departments and trust and respect each other. We promote a learning culture, treat people fairly, encourage diversity in the workplace, and value the opinions and views of others.



JOB PURPOSE

It is understood that that all Hospitality staff are multi-skilled and will work flexibly and will be expected to carry out a variety of duties within their working day through all areas of the department.

CHEF

DEPARTMENT
Hospitality

REPORTS TO
Hospitality Manager
Executive Chef

CONTRACT
6 months fixed term contract

LOCATION
Jersey Zoo



KEY RESPONSIBILITIES

- To be responsible for the food area of the cafe including breakfast, lunches, and any other business event etc. to be multi-skilled in dealing with these and other areas as required.
- To work within the scope of the standards expected by the 'Durrell' brand.
- To be aware of the overall hospitality objectives, how they relate to you and how your daily activities contribute to the success of the hospitality department.
- To provide the highest levels of culinary care at all times, develop quality relationships with all business partners and work colleagues.
- Manage and maintain a safe and secure environment for guests, employees and hospitality assets by implementing and maintaining safety policies and procedures.
- Ensuring all HACCAP principles and safe catering practices are followed according to eat safe legislation.
- To be effective in working the daily shift and be responsible for all activities within that shift.
- To be responsible for the food and beverage items including breakfast, lunches, dinner and event service (where applicable), other food and to be multi-skilled in dealing with these and other areas as required.
- Ensure that each shift you are responsible for runs smoothly and efficiently at all times.
- To ensure that the quality, range and presentation of food is high so that this revenue area has a positive impact on customer acquisition and retention.
- Food and beverage ordering and service and effective use of stock to minimize wastage.
- Be an integral part of the team in achieving the objectives of tasks.
- To be responsible for your own personal development at work and strive to be the best in what you do, taking care and pride in your work.
- To help maintain the department, collect and remove litter, remove/report hazards.
- To comply with brand and company operating standards.
- To ensure the product quality standards are met in all area's as it relates to the appearance, levels of maintenance and cleanliness.
- To be fully conversant with the Hospitality policy on:
 - Fire and Evacuation procedures.
 - Security procedures.
 - Health and safety policy.
 - Food hygiene standards.
 - Personnel and Training procedures.

KNOWLEDGE, SKILL AND ABILITY

- To have a full understanding the food and beverage area in detail and working knowledge of all operational areas.
- To ensure that guests receive an exceptional level of service and will want to return.
- To have a full understanding of health and safety and food hygiene regulations. Must ensure that all delivery temperatures, core and fridge temperatures, stock rotation and cleaning Rota are adhered to.
- To have excellent personal presentation and adhere to the company standards of appearance at all times
- To ensure the product quality standards are met in all area's as it relates to the appearance, levels of maintenance and cleanliness.
- To have a full understanding of required standards and all areas of operation throughout the Kitchen.
- Understand the fire and procedure and act as a competent person in the event of an emergency. To fully understand the security procedures throughout.

BEHAVIOURS AND VALUES

- Honest and trustworthy
- Punctual and Reliable
- Team player
- Friendly and approachable
- Team spirited and shows an inclusive, supportive approach
- Accepting of others' strengths and weaknesses



TEAM ORGANOGRAM

