

## **Job Title: Chef/Experienced Cook**

**Responsible to:** Directors/Manager

**Salary:** £9.25 -£11.00 per hour (Dependant on Experience)

**Closing Date:** Friday 21<sup>st</sup> June 2019 @ 5PM

### **Role**

- Preparation and cooking of hot and cold food
- Record keeping for food safety compliance
- Working as part of team in a busy environment
- Record food deliveries
- Keep Kitchen clean at all times & Ensure that cleaning schedule is adhered to
- Reporting to management any issues with equipment, etc.
- Assisting with Staff Training
- Supervision of Kitchen
- Stock Rotation
- Be aware of Allergen Protocols
- Ordering of Stock

### *Role Also Includes;*

- Meet & Greet Visitors
- Taking Orders
- Handling Payments & Serving Food
- Maintaining a Food Hygiene Rating of 5 & ensure other staff adhere to this.

### **Essential Criteria**

- Hold valid food hygiene certificate (Copy will be required upon employment)
- 2 years minimum experience working in a kitchen environment
- Flexible working patterns
- Must have operated or worked in an establishment that has held and maintained a food hygiene rating of 5

### **Desirable Criteria**

- Valid UK Driving License
- Previous experience of as supervisory role

*Exploris expects all employees to work as part of a team, in a friendly and professional environment. During busy periods we require all employees to contribute in other areas of the business. To apply please complete the attached application form and email to [info@explorisni.com](mailto:info@explorisni.com) or post to Careers, Exploris Aquarium, The Rope Walk, Castle Street, Portaferry, BT22 1NZ or hand into our reception desk.*

## **Employment Application Form**

*Please read the following points before completing application form.*

- Please read the job description before completing this form.
- All information on this form will be treated in confidence and will only be used to assess your suitability for the job applied for.
- Failure to complete this application form correctly and in full will lead to your application not being processed further.
- Due to the high number of applications anticipated, Aquarium Exploris will only notify successful candidates.
- A reserve list may be compiled for any future vacancies within a nine-month period.

**Job Applied for:**

**(if applying for more than one job, please enter all jobs above)**

**Surname:**  **Forename/s:**

**Address:**

**Post Code:**

**Home Tel Number**  **Mobile Number**   
If Any

**Email Address**

**National Insurance Number:**

Do we need to be aware of any reasonable adjustments in order to facilitate your attendance at interview?

**Yes/No**

**If Yes, please give details:**

**Qualifications:**

Exam type (GCSE/A Level etc.)	Date Taken	Subject	Grade

Verification of the above qualifications will be sought at Job offer stage.

**Please include any other information i.e. Training courses etc.**

Subject	Date Completed

## Employment History

The following section must be completed in full. Starting with your most recent employer. Incomplete areas may result in your application not being processed any further.

Name and address of employer	From (Month/Year)	To (Month/Year)	Position and responsibilities	Reason for Leaving

Continue on a separate sheet if required.

## Gaps in Employment

Please detail below any gaps in your employment history, including any periods of unemployment and volunteering etc.

Date	Reason for Gap

## References

Please include the following details of two previous employers from whom a reference may be obtained. Please include your most recent employer.

Name

Address

Tel No.

Email:

Occupation:

Name

Address

Tel No.

Email:

Occupation:

### **Additional Information in Support of Application.**

In this section please demonstrate how you meet the essential and desirable skills, experience and qualifications as detailed in the job description. (Continue on a separate sheet if required) If applying for more than one job, the info below must be included for each job.

Have you ever been convicted of a criminal offence?

**YES/NO**

If yes, please give details and dates of each conviction which is not spent together with details of any penalties imposed.

**Salary and Notice Period**

Present Salary

Notice Required   
*From current employer*

**Availability for work:**

*Please detail below your regular availability:*

<b>Day</b>	<b>AM</b>	<b>PM</b>	<b>Evening</b>
<i>Monday</i>			
<i>Tuesday</i>			
<i>Wednesday</i>			
<i>Thursday</i>			
<i>Friday</i>			
<i>Saturday</i>			
<i>Sunday</i>			

**Application Declaration**

Before submitting your application please read it carefully. If you omit information we have asked for, we will not consider your application. If you are appointed to the post, any major omission or inaccurate information relevant to your application could lead to disciplinary action or in some circumstances legal action against you. I declare that the information contained in this form is true and accurate. I understand that if it is subsequently discovered that any statement is false or misleading my employment may be terminated without notice. I understand too that an enhanced disclosure check may be sought in the event of my application being successful.

I have read and understood the declaration.

Signed:

Date: