**CHEF**

Thank you for your interest in the post of Chef. Please find further information regarding this post below.

To apply, please complete the application form, with particular emphasis on explaining how you meet the person specification for the job.

The closing date for applications is **Friday 29th August 2014 at midday.**

You can post your completed application form to:

Charlotte Bath

Administrator (Ref: Chef)

Hampstead Theatre

Eton Avenue

Swiss Cottage

London NW3 3EU

Or email: [**jobs@hampsteadtheatre.com**](mailto:jobs@hampsteadtheatre.com)

We would be grateful if you could also complete and return the equal opportunities monitoring form.

With thanks.

Yours sincerely

Neil Morris

Director of Administration and Associate Producer

**CHEF**

**BACKGROUND INFORMATION**

Hampstead Theatre is enjoying unprecedented success under Artistic Director Edward Hall. The main house is averaging 98% capacity, its innovative Hampstead Downstairs programme of work is an industry leader and its pioneering digital work is live streaming to audiences around the globe. In 2014, Hampstead was awarded London Theatre of the Year at The Stage Awards.

Hampstead’s on-stage success has created a major opportunity for hospitality at the venue. With outstanding facilities in its state-of-the-art building, Hampstead is ready to acquire genuine destination status.

Accordingly an opportunity exists for an energetic individual to join the Front of House team in a new role which will provide support to the Manager: Front of House, Bars and Catering in a simple strategic objective: to deliver the best audience experience in London.

**THE VENUE**

Hampstead Theatre consists of a 325-seat main house and a 98-seat studio theatre. The theatre presents work year-round – last year, for example, Hampstead played up to 8 shows a week in the main house and up to 7 shows a week in the studio over 46 weeks.

Our audience demographic changes according to the nature of the work we present and the Front of House operation needs to understand and respond to that. Alongside a regular theatregoing audience, who expect a high quality, thought-provoking and enjoyable ‘night out’ at the theatre, our Hampstead Downstairs work attracts an audience interested in ground-breaking, experimental new writing.

The critical sales period for bars and catering is the 90 minutes before curtain-up plus short 20-minute intervals. The operation must therefore be equipped to meet intense audience demand during busy sales periods.

In addition, the theatre has a growing daytime and lunchtime café trade, and is developing a nightly dining offer that appeals to our audiences as well as general restaurant-goers.

**FOOD AND DRINK**

Hampstead Theatre has developed relationships with some of the most prestigious suppliers in London. With wine sourced from Berry Bros & Rudd, and food suppliers such as Formans and the Bread Factory, the café offers high quality, freshly prepared food on site. The building also has a professional standard kitchen which offers an opportunity to evolve the offer into a full dining experience, which this role will play a key part in.

**CHEF**

**JOB DESCRIPTION**

To meet all service requirements in a timely manner, ensuring all food is prepared to the correct standard, meeting portion specifications.

To follow all food hygiene legislation, keeping records accurately as required.

To determine quantities

To ensure that goods are received in the correct manner and stored safely, in conjunction with food hygiene law and company requirements.

To ensure personal hygiene standards are constantly maintained and PPE is worn correctly and as required.

To ensure that all equipment is well looked after and maintained correctly reporting any faults immediately.

To ensure that all kitchen and storage are kept exceptionally clean and all areas are cleaned regularly as required by food hygiene law and company standards.

To proactively contribute to the menu suggesting ideas and trying to increase revenue through suggesting different ideas.

**Chef**

**PERSON SPECIFICATION**

Candidates will have Bar/Restaurant or Front of House experience in a supervisory or management capacity.

* A demonstrable passion for good food.
* Team working with a positive attitude and commercial drive.
* An organised approach.
* Awareness and experience of hygiene and health & safety legislation and practice
* The ability to stay calm under pressure.
* A valid, current food hygiene certificate.
* Previous experience of kitchen work, preferably within a theatre environment.

* Current First Aid at Work certificate or successfully applying for the certificate following appointment.
* Current Personal Licence holder or successfully applying for the licence following appointment (NB: An application for a personal licence will also require successfully passing a Criminal Records Bureau check).
* Ability to motivate and train people in exceptional customer service and upselling.

**chef**

**TERMS AND CONDITIONS**

This is initially a fixed term position until Saturday 13th June 2015.

Salary and hours: The salary for this post is £350:00 per week, Monday – Saturday, working 36 hours across the six day week.

Holiday entitlement: 25 days per year plus public holidays.

Probationary period: There will be a three month probationary period for the position.

Other benefits:

* Interest-free season-ticket travel loans.
* Complimentary tickets for preview performances, subject to availability.
* Matching contributions to a stakeholder pension of up to 4% of salary (provided certain conditions are met).
* 10% discount at Hampstead Theatre’s Café Bar.