



Position Description – Chef De Partie

About Arts Centre Melbourne

Situated in the heart of Melbourne's cultural precinct, the Arts Centre Melbourne presents world-class performing arts in a year round exciting program. Experience Australia's best performing arts companies and exceptional international productions, alongside celebrations of comedy, cabaret and popular music.

Our values describe behaviours we will demonstrate in our interactions with Visitors, Presenters, Government and each other: Leadership, Community, Care More and Creativity.

About the Business Unit

Arts Centre Melbourne's Kitchen Brigade is responsible for the food delivery within Arts Centre Melbourne which contributes as a major driver of revenue.

The kitchen delivers culinary on a multi-platform stage, catering for the culinary novice, the theatre going-crowds, world stage performers and a vast array of local and international dignitaries.

About the Position

Primary Purpose

The primary purpose of the Chef de Partie is to assist and support the Sous Chefs and Brigade Tournant drive operational performance of Arts Centre Melbourne's kitchen in line with the overall Food & beverage strategy, generating revenue growth and achieving increase customer satisfaction.

The Chef de Partie will administer their knowledge in Food Safety and Occupation Health and Safety to oversee and contribute towards daily food operations.

Reports to Executive Chef, working closely with Sous Chefs and Brigade Tournant

Direct Reports N/A

Key Relationships

Internal
Kitchen team, Food & Beverage team

External
Suppliers

Position Type Full Time

Salary Classification 2.1.

Financial Delegation As per Financial Delegation Policy

Key Criteria

Qualifications	Certificate III in Commercial Cookery Food Safety Handling Certificate
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Experience	<ul style="list-style-type: none"> • Proven ability to work in a high pressure and fast-paced environment • Demonstrated experience in a similar environment i.e. hotel • Knowledge of food costing/budgeting and cost control • Excellent verbal and written communication skills with an enthusiastic approach to training and developing team members • Demonstrate passion for creating high standards of excellence in food preparation and presentation
Other (i.e. legal or physical)	<ul style="list-style-type: none"> • Experience in managing commercial kitchen brigades in a large to medium food operation • Arts Centre Melbourne is a multi-level food operation and requires the incumbent to navigate between food & beverage outlets • Flexibility to work weekends, public holidays, late nights and early shifts

Accountabilities

- Create new innovative food offerings, maintain cuisine concepts and consistent standards of excellence for food preparation and presentation
- Actively contribute to culinary creativity and menu planning
- Consistently deliver high quality food within tight timeframes
- Foster effective communication and cooperation amongst team members
- Coach, counsel and monitor team performance in line with established guidelines and procedures in conjunction with the Sous Chef or Brigade Tournant when required
- As directed by the Sous Chefs or Executive Chef ensure all food safety procedures are followed and paperwork is completed within a timely manner
- Comply with OH&S requirements and all Arts Centre Melbourne policies, procedures and guidelines
- Demonstrated knowledge managing cost of goods within the kitchen through careful management of purchases, minimal wastage and effective stock rotation
- Able to work in various food areas, a la carte, function events, café and bars

Decision Making

- The incumbent will perform their duties as directed and within given guidelines.
- Whilst working unsupervised the Chef de Partie is expected to operate with a level of autonomy.