



Job Description: Sodexo Live!

Function:	Culinary Operations
Position:	Sous Chef Hamilton Park Racecourse
Job holder:	TBC
Date (in job since):	TBC
Immediate manager (N+1 Job title and name):	Head Chef
Additional reporting line to:	General Manager
Position location:	Hamilton Park Racecourse - Hamilton

1. Purpose of the Job – State concisely the aim of the job.

To support the Head Chef in the effective planning, organisation and delivery of all kitchen operations across hospitality, C& E and event catering areas at Hamilton Park Racecourse. The Sous Chef will play a key role in ensuring exceptional food quality, consistency and service standards across racedays, conferences, private events and non-raceday business activity.

The Sous Chef will lead and motivate the casual kitchen team, acting as a coach and role model to create a positive culture built around teamwork, professionalism, creativity and high standards. They will assist in delivering memorable guest experiences through outstanding food preparation, presentation and service, while ensuring all company and legal compliance standards are consistently achieved.

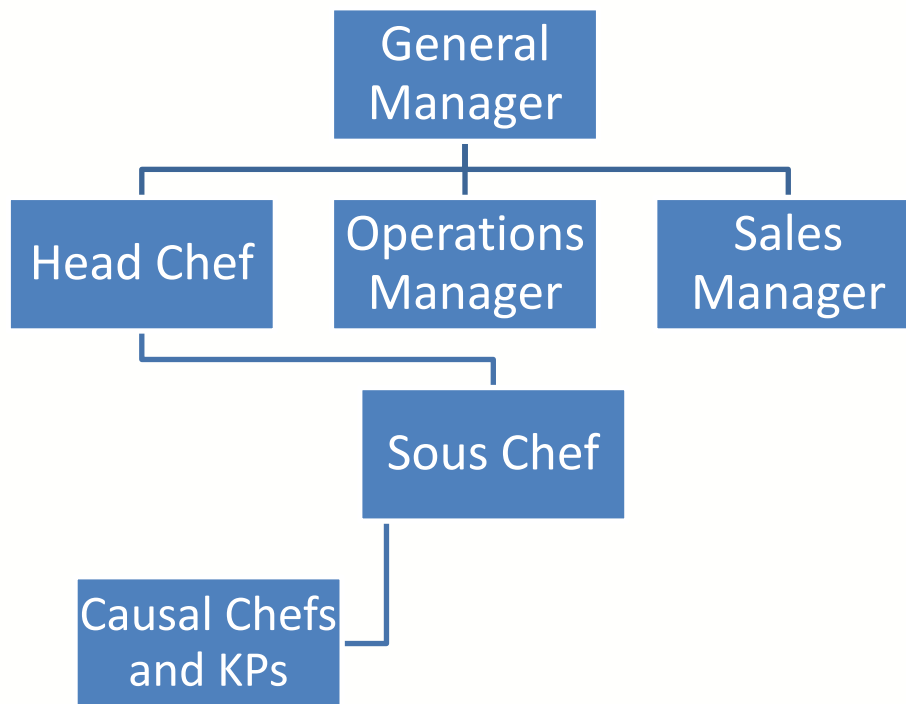
The role requires flexibility, strong organisational skills and the ability to perform in a fast-paced event environment with varying business demands throughout the racing and events calendar.

2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department.

Characteristics

- Multi-outlet catering and hospitality operation
- High-volume raceday and event catering
- Conference, banqueting and hospitality delivery
- Seasonal business fluctuations
- Fast-paced event-led environment

3. **Organization chart** – Indicate schematically the position of the job within the organization. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated.



4. Context and main issues – Describe the most difficult types of problems the jobholder has to face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to.

■ **EXCELLENCE**

- Delivering exceptional food and service standards across all racedays, hospitality suites, conferences and events
- Maintaining consistency and quality within a fast-paced event environment
- Ensuring all food is delivered to specification, on time and to the highest presentation standards
- Understanding guest expectations and providing value and quality at every level of the business

■ **COMMITMENT TO PEOPLE**

- Supporting the development, engagement and wellbeing of the kitchen team
- Promoting equality, inclusion and respect throughout the operation
- Creating a positive, rewarding and supportive working environment
- Delivering clear communication and maintaining strong working relationships across all departments

■ **CREATIVITY AND INNOVATION**

- Supporting seasonal menu development and innovative event catering concepts
- Continually improving kitchen procedures, efficiency and standards
- Encouraging creative thinking and problem-solving within the team
- Adapting to changing business requirements and guest expectations

5. Main assignments – Indicate the main activities / duties to be conducted in the job.

● **EXCELLENCE**

- Delivering exceptional food and service standards across all racedays, hospitality suites, conferences and events
- Maintaining consistency and quality within a fast-paced event environment
- Ensuring all food is delivered to specification, on time and to the highest presentation standards
- Understanding guest expectations and providing value and quality at every level of the business
- Ensure that the Sodexo Health & Safety Policy and Food Safety Management System are adhered to in the kitchen including all related paperwork checks & record keeping
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6. Accountabilities – Give the 3 to 5 key outputs of the position vis-à-vis the organization; they should focus on end results, not duties or activities.

- Compliance with SLA and company standards
- Health & Safety and Food Safety compliance
- Guest satisfaction and client retention
- Internal and external audit performance
- Food quality and consistency
- Team engagement, retention and development
- Compliance with labour and food cost targets

7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively

- Experience within a high-volume hospitality or events kitchen environment
- Experience working within stadia, racecourse, hotel or banqueting operations preferred
- Strong knowledge of fresh, seasonal produce and event catering operations
- Passion for food, creativity and high service standards
- Strong organisational and communication skills
- Demonstrable customer focus and leadership capability
- Experience working within compliance-driven environments
- Ability to remain calm and effective under pressure
- Relevant culinary qualifications and food safety certifications

8. Management Approval – To be completed by document owner

Version	1	Date	
Document Owner			

9. Employee Approval – To be completed by employee

Employee Name		Date	
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