

LIVERPOOL EXPERIENCE CAMPUS

JOB DESCRIPTION & ROLE PROFILE



Department/Team – Events and F&B

Sous Chef

REPORTS TO: Head Chef

DIRECT REPORTS: Chef de Partie, Commis, Kitchen Porters, Casual workforce

JOB PURPOSE

Support and deputise the Head Chef to deliver and ensure the effective operation of the culinary operations team – Sports and Entertainment, managing the food service operations. Deliver high standards of food quality, safety, and guest experience. Lead, develop, and motivate the Sports and Entertainment kitchen team while maintaining compliance with food safety, departmental financials and operational standards

MAIN DUTIES AND RESPONSIBILITIES

- Implement consistent standards of food service and production in line with client and company expectations.
- Collaborate with the Head Chef to ensure food quality and presentation standards are met.
- Support the development and execution of all Sports and Entertainment, Food concepts aligned with brand standards.
- Ensure dishes are prepared and presented according to SOPs, maintaining consistency.
- Manage stock control systems and liaise with the BOH Logistics Manager.
- Recruit, train, and motivate the kitchen team in collaboration with L&D and Staffing Managers.
- Control labour costs within budget and implement strategies to reduce waste.
- Ensure administrative duties are completed within deadlines.
- Monitor and support kitchen financial targets including labour and cost control.
- Act on customer feedback to improve service and food quality.
- Ensure correct operation and cleaning of all machinery and kitchen equipment.
- Maintain high standards of cleanliness across all kitchen areas.
- Ensure compliance with all relevant legislation including Health & Safety, Food Safety, Allergens, COSHH, Environmental Health, and Fire Precautions

MANAGEMENT / SUPERVISOR RESPONSIBILITIES

- Direct line management of kitchen staff, salaried and casual workforce.
- Ensure staff are adequately trained, briefed, and motivated to deliver high standards daily.
- Ensure casual workforce are working to our expected standards and being held accountable in their areas on Event Days.
- Delegate tasks effectively, set goals, and monitor performance.

General

- Strong cooking ability and knowledge across many cuisines with experience in fast pace, high volume kitchens and production.
- Ability to competently organise and deliver various food offerings across multiple areas on event days.
- Positive, friendly attitude towards daily work demands and all LEX staff.
- Contribute to the success of our One Team culture to deliver our aims and objectives, maintaining a flexible and positive attitude.
- Adhere to LEX Liverpool's Health and Safety policies and procedures and to observe a duty of care to all visitors, staff and contractors to LEX
- Undertake any other duty commensurate with this post as determined by your manager.
- This job description is not intended to be either prescriptive or exhaustive; it is issued as a framework to outline the main areas of responsibility at the time of writing.
- It is inevitable over time that the emphasis of this job will change, therefore this information will be periodically reviewed, revised, and updated involving the post holder.

ROLE PROFILE

ATTRIBUTES	DESCRIPTION	ESSENTIAL/ DESIRABLE	HOW MEASURED
TRAINING & QUALIFICATIONS	Culinary qualification; Food Safety Level 3, COSHH, Allergen Management	Essential	Interview/ Certificates
EXPERIENCE	Proven Sous Chef experience in hospitality or similar	Essential	Interview
SKILLS & KNOWLEDGE	Culinary trends, menu costing, stock management, food safety compliance	Essential	Interview
KEY ATTRIBUTES	leadership skills, resilience under pressure	Essential	Interview

Key for How Measured:

I - Interview

P - Presentation

A - Application

E - Exercise

T - Test

AC - Assessment Centre

CS - Case Study

Signed by Employee:

Date:

Signed by Line Manager

Date