



# KING'S COLLEGE

CAMBRIDGE

## **Pastry Chef**

Candidate Information Pack

March 2025

## About Us

King's is a constituent College of the University of Cambridge. Founded in 1441 by Henry VI as a place of education, religion, learning and research, the College comprises around 130 Fellows, 650 undergraduate and postgraduate students and 275 non-academic staff.

The College is internationally recognised as a leading academic institution, boasting among its former students and Fellows, no fewer than eight Nobel laureates, including Patrick Blackett, Frederick Sanger, Sydney Brenner, Philip Noel-Baker and Oliver Hart, as well as influential figures such as Alan Turing, E.M. Forster, John Maynard Keynes and Bernard Williams. Among its most prominent living members are the novelists Zadie Smith and Salman Rushdie, astronomer Martin Rees, sociologist Anthony Giddens, anthropologist Caroline Humphrey, former chair of the Bank of England Mervyn King, philanthropist David Sainsbury, molecular biologist Lesley Anne Glover, entrepreneur and computer scientist Hermann Hauser, composers Judith Weir (Master of the King's Music) and Errollyn Wallen, the first black woman to have a composition performed at The Proms.

The undergraduate and postgraduate community is vibrant and diverse, priding itself on a friendly and inclusive atmosphere combining academic commitment with political engagement and a lively social and artistic scene. King's has long been leading the way in undergraduate recruitment from the state sector. The College works very hard to attract the best applicants, regardless of background, and to encourage academically outstanding students from underrepresented communities to study at Cambridge. In 2018 it launched a transformational Student Access and Support Initiative designed to improve equality of access and opportunity, and to help combat entrenched social and economic disadvantage.



## The Role

We are seeking a Pastry Chef to join our team. They will assist the Head Chef and Executive Head Chef in ensuring that the highest possible standards of food preparation and presentation are achieved by the College Catering Department.

## Key Responsibilities

- To provide high quality and optimum quantities of pastry section products from the college kitchens, for consumption by students, staff, Fellows and commercial customers, to include hot and cold desserts, pastry products, breads etc.
- Ensure the timely commencement of your duties, and that you are fully briefed of the catering requirements and related tasks for the day. Be flexible in your approach to duties assisting wherever required to ensure the professional and prompt delivery of all catering services.
- Demonstrate leadership and direction to develop other members of staff working within the pastry section.
- Achieve and maintain the highest possible standard of health and hygiene in the kitchens and report any deficiencies to the Senior Chef on duty.
- Ensure that the College food safety policy is always adhered to and maintain a high standard of hygiene within your section, to include the upkeep of all equipment used. Stock rotation, labelling and allergen control is essential.
- Maximise the safe usage of food to minimise food wastage. Cost control of ingredients. Make all pastry items in house as required.
- Foster good working relations within your team and across all sections of the Catering Department, Coffee Shop, Bar & Front of House.
- To ensure that the HACCP procedures are followed, and all allergen information is highlighted in all recipes/dishes and is communicated to Kitchen team and Front of House staff
- To ensure the Pastry Section remains innovative and improves standards of pastry dishes. Compiling seasonal dishes for the menus and training other chefs on all new techniques.
- Report to your line manager any discrepancies or issues that could affect the smooth running of the department.
- To ensure a high level of personal hygiene is always maintained and that you are appropriately dressed and wear a clean uniform each day.
- To carry out any ad-hoc work requests as reasonably requested by the Senior Chef on duty.
- To take part in the College's appraisal scheme and to undertake training as required.
- To fully comply with all the College's policies including equality of opportunity and data protection.
- To adopt a responsible attitude towards health and safety to comply with any procedures as required by the College to ensure the health and safety of the College community. To be familiar with the College's Health & Safety policy and the legal responsibilities under the Health and Safety at Work Act 1974 (section 7). Be prepared to undertake any training provided in relation to health & safety.

## The Person

We seek to appoint a creative person who is passionate about food.

An ideal candidate will demonstrate:

### Knowledge & experience

- NVQ Level 2 in Catering & Hospitality (Food Preparation & Cooking; Patisserie & Confectionery) or equivalent gained through an apprenticeship.
- Food Hygiene Certificate.
- A minimum of three years previous experience in a commercial kitchen environment, with at least one year's experience in a similar role.
- Experience in high volume conference and banqueting would be an advantage.
- Management of other members of the brigade on the pastry section.
- Cost effective ordering and menu planning and development.

### Personal skills & abilities

- Creativity, invention, and flair in food production creating a unique and exciting experience for college guests.
- Use of modern techniques and flavours to create new pastry dishes for large numbers of people with consistent results each time.
- Good communication skills
- A good team worker
- Standards-orientated with an eye for detail
- Able to manage day to day operation of Pastry section and supervise team members.
- Able to keep calm in pressure situations.
- Organisation of the pastry section to ensure it is covered for each service.
- Costing of dishes to ensure they meet the desired gross profit for each area.
- Development of menu templates and recipes for others to use and ensure consistent dishes each time.
- Ordering of goods with the understanding of cost.



## Remuneration and Benefits

### Remuneration

The post is offered at a full-time salary of £30,218 per annum. The post holder will join the College's auto-enrolment pension scheme with generous additional contribution options on completion of probationary period.

### Hours of Work

The post is permanent and full time, an average of 37.5 hours per week to be worked on a rota to include some evening and weekend work.

### Benefits

The College offers full-time members of staff 32 days holiday per year, including Bank Holidays (increase pending). All staff working over a mealtime are eligible to take a free lunch or dinner in the servery.

The College offer enhanced maternity, paternity and adoption pay as well as generous sick pay for those who have more than six months' service. This is in addition to the Flexible Working Policy. More details on all of these are available in the Staff Handbook. Staff are eligible to use the Tax-Free Childcare Scheme introduced by the government to replace Childcare Vouchers.

### Probationary Period/Notice

There will be a six-month probationary period. Upon successful completion of the probationary period, the notice period will be one month.

## How to Apply

Please download the application form from <https://www.kings.cam.ac.uk/about/work-at-kings> and send your completed form by email to [jobs@kings.cam.ac.uk](mailto:jobs@kings.cam.ac.uk)

The College postal address is: Human Resources, King's College, King's Parade, Cambridge CB2 1ST.

If you are interested in this opportunity, we encourage you to submit your application as early as possible. Please note that we will be assessing applications, shortlisting and offering interviews as the applications are received. The job will close once a candidate has been appointed.



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