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| DWP Bid Unique Identifier |  |
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| Job Placement title | Players KP / Commis Chef |

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| Job Placement summary |
| Job Role:  To assist and support the Player Chef to prepare, produce, and deliver the menu as set out by the Sport Science Department.  Responsible to & directed by: Players Chef  Liaison with: Food and Beverage Operations Manager & Team Nutritionist  Responsible for:   * Pot Washing * Food Preparation * Record Keeping * Cleaning   Main Duties:   * Pot washing * Basic food preparation * Maintaining high food hygiene standards * Maintaining high cleanliness standards * Assist in preparing and producing healthy food to fuel male and female athletes * Some cooking or assembling of meals as per instruction and direction of senior chef |

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| Essential skills, experience and qualifications | Preferred Skills:   * NVQ level 1 or equivalent * Food Hygiene Certificate * Well Organised * Strong work ethic * Strong communication skills * Able to work under pressure * Eagerness to learn * Basic understanding of variety of cooking methods * Follow food hygiene procedures * Ability to work alone with guidance |
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| Job category (DWP use only) |  |
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| Number of hours per week | 25 Hours PW |
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| Working pattern and contracted hours (including any shift patterns) | 5 Hours per day totalling 25 hours per week  Morning shifts |
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| Hourly rate of pay | National Minimum Wage for age |

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| Details of employability support (training opportunities/mentor) |
| We have delivered the Intermediate labour market programme and managed from start to end- including recruitment, performance management and progression.  The programme is aimed at young people aged between 16-24. At Tranmere Rovers we will provide a dedicated member of staff to support and job coach the candidate within their role. The support will be on a one-to-one basis assisting the young person into gaining important life skills such as work experience in a real working environment, CV improvements and preparation for future job interviews as well as may others. The support will be provided from day one up to the young person’s completion date spending around one full day per week with them asking to complete a work/support journal to show progression. I will be the person supporting the young people throughout their time with us at Tranmere Rovers Football Club. Progress reports will be provided to all young people to complete at the end of every month so that we’re able to provide them with suitable support. This will also allow us to act upon any feedback they may have. If the role cannot be extended we will ensure to support the young person in securing employment based on the skills they have gained. |

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| Company name | Tranmere Rovers Football Club Limited |
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| Closing date for applications | 11th January 2021 |

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| Using the table on the next page please provide details for each Job Placement by location. |

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| Employer Job Placement reference (where applicable) | Job Placement location and address (including post code) | Contact details for the Job Placement  Name  Email address  Telephone | How to apply for the Job Placement | Number of Job Placements at location | Maximum number of referrals per Job Placement | Is public transport available? Yes/ No/ Don't know | Anticipated start date/s (if known) |
|  | The Campus, 235 Leasowe Road, Wallasey, Wirral, CH45 8RE | Ellis Parr  HR & Compliance  07528570042  [ellisp@tranmererovers.co.uk](mailto:ellisp@tranmererovers.co.uk) | Apply by sending CV. Covering letter is optional | 1 | 4 | YES | ASAP |