



South African Reserve Bank

Human Resources Department

Job: IRC25336

Job title: Comis Chef x2

Location: Head Office, Pretoria

Department: Corporate Services Department

Brief description:

The main purpose of this position is to provide food preparation services in all sections of the kitchen; under the guidance and supervision of the Chef de Partie.

Detailed description:

The successful candidate will be responsible for the following key performance areas:

- Engage in short term planning and perform tasks against work plans as defined by team leader or nature of work.
- Identify, evaluate and solve defined, routine and new problems within a familiar context, applying solutions based on relevant evidence and procedures, demonstrating an understanding of the consequences.
- Prepare high quality food items (salads, baked foods, refreshments etc) as per approved menu
- Provide support to the Chef de Partie where required (incl. but not limited to ordering ingredients required for food preparation, cleaning & scullery duties).
- Assist with serving lunch to members and charging clients at pay points.
- Set up tea pause areas and boardrooms/ meeting rooms.
- Adhere to Hygiene, Health and Safety standards in own environment.
- Engage positively with stakeholders and customers (including handling customers' complaints and compliments).
- Willingly address any gaps in own performance of tasks and activities against the required standard.

Job requirements

Job-related skills and attributes

How to apply

All interested parties are invited to apply.

Internal applicants MUST apply through the ERP system. Apply now.

- All interested parties are invited to apply.

External applicants MUST apply via email: recruit@resbank.co.za

Please ensure your email contains the following:

- The Job Title
- The Job/IRC number

Do not enclose copies of your identity document or qualifications with your application.

Shortlisted applicants will be subjected to a psychometric assessment, an appropriate reference check and a security clearance as part of the selection process.

The closing date for applications is **10 February 2017**. Late applications will not be considered.

In line with the Bank's commitment to diversifying its workforce, preference will be given to suitable candidates from designated groups. People with disabilities are welcome to apply.

The Bank offers remuneration and benefits commensurate with the level of the position and in line with the market. The level at which the successful applicant will be appointed will depend on his or her competence and experience.

**Ms Sarah Molomo
Senior Manager: Recruitment and Selection
Human Resources Department**