

Role: Cook	Region: North East - Aberdeenshire Central
Reports to: Head Chef	Pay Grade: Grade 2 - £28,562 pro rata, per annum (£13.73 Per Hour)
Location: Crathes Castle, Banchory AB31 5QJ, Aberdeenshire	Type of Contract: Fixed-Term Minimum 6 Month Contract. Part-Time (Minimum 20 Hours Per Week). Possibility of additional hours during peak times of up to 40 hours per week.
Note: <i>The post is subject to the standard terms and conditions provided with the application pack and the following special terms also apply. Available to work Monday – Friday, weekends, public holidays and evenings, depends on business needs.</i>	

JOB PURPOSE

To support the smooth and efficient operation of catering performance at Crathes Castle, Garden & Estate by preparing and delivering menus to the highest standard whilst maintaining a safe & hygienic catering environment in accordance with health and safety policies and standards.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

- To prepare, cook, and present food to the standards required by the Trust for a facility with estimated income of £500k;
- To ensure that the organisation's reputation for excellent food and service is maximised and enhanced through the delivery of a locally sourced and seasonal menu;
- Share in the common responsibility of date with HACCP, COSHH checklists and temperature sheets as well as allergen measures/controls;
- To ensure high Standards of Kitchen Hygiene, Cleanliness, Tidiness and related Schedules are followed on a daily base;
- To ensure inventory levels to avoid shortages or excess stock, pre-prepare stock for daily service operation;
- Share in the common responsibility of working in a manner mindful of the Trust's obligations to minimize impact on the environment, through e.g. efficient use of water/heat/light, recycling and the disposal of waste;
- Staying calm under pressure during busy service hours;
- Share in the common responsibility of correct supplies usage and support Head Chef/ VSS's with stock levels maintenance, food rotation procedures and stock takes.

Visitor Experience:

- To be customer focused at all times and to ensure that customers are given a prompt and efficient service, to be approachable and quick to exceed expectations in fulfilling customer needs

- To ensure all food is cooked, presented, and served in line with Trust standards using innovation in the method and style of presentation and food service

REQUIRED QUALIFICATIONS, SKILLS, EXPERIENCE & KNOWLEDGE

The above outlines the key skills and behaviors the job holder will need to possess and exercise. In addition, knowledge of or experience in the following is required:

Essential

- Demonstrable experience as a cook in preparing and producing food to a consistently high standard using fresh products and ingredients;
- Demonstrable baking experience;
- Level 2 Food Hygiene Certificate;
- Preferably a recognized formal qualification in culinary arts;
- Highly developed organizational skills, deployable in a multi-tasking environment;
- Good communication skills (written and oral), including influencing/persuasion;
- Ability to work as part of a team and the ability to foster and motivate a team.

Desirable:

- Preferably a recognized formal qualification in culinary arts (e.g., HNC Professional Cookery, NC Bakery)
- First Aid at Work certificate
- Computer literacy with excellent ability on MS software
- Full UK driving license

The current duties of this job do not require criminal records (Disclosure Scotland) check to be carried out.

Dimensions and Scope of Job

- The role is based in the Café 1702 at Crathes Castle, Garden & Estate
- The role works with several departments assisting with special events and functions when required.
- The role requires the post holder to work flexible working patterns and hours including weekends, and public holidays, (very rare evenings).

People Management

- The Post Holder does not have direct line management responsibilities but would be expected to deputise in the absence of the Head Chef and direct kitchen VSA's, as well work closely with F&B VSS's.
- Will work closely with other property colleagues and will have regular interaction with other technical/specialist advisory colleagues based in other locations and departments.

- Will have regular (daily) interaction with suppliers and members of the public of all ages and abilities.

Finance Management

- Is not a budget holder
- Responsibility for day-to-day management of stock

Tools/ equipment/ systems

- Will use catering equipment including cooking equipment and dishwasher.

*The **Key Responsibilities, Scope of Job, and Required Qualifications, Skills, Experience & Knowledge** reflect the requirements of the job at the time of issue. The Trust reserves the right to amend these with appropriate consultation and/or request the post-holder to undertake any activities that it believes to be reasonable within the broad scope of the job or his/her general abilities.*

HOW TO APPLY

Interested applicants should forward their Curriculum Vitae (CV) or an Application Form to the People Services Department (Applications) by email via workforus@nts.org.uk by Friday 24th April 2026.

Please ensure your CV includes your full name and contact details, the CV file sent to us should be titled your first initial and surname. When submitting your CV please state the position and job location of the vacancy you are applying for in the subject title or body of your email: For example " Cook- Crathes".