**Self – Assessment for Chef**

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| **Name:** |  |
| **Position:** |  |
| **Years of experience:** |  |
| **Submission date:** |  |
| **Assessor:** |  |

| **UNIT** | **EVIDENCE AND EXPERIENCE NEEDED** | **RESPONSE** |
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| BSBDIV501 Manage diversity in the workplace  | Have you implemented organisational diversity policies in your employment?Working with different cultures, races, religions, generations, or other forms of difference in any industry context and fostering diversity. | Yes |[ ]  No |[ ]
| BSBSUS401 Implement and monitor environmentally sustainable work practices | Do you effectively analyse the workplace in relation to environmentally sustainable work practices and implement improvements and monitor their effectiveness?Can you access industry information, applicable legislative and occupational health and safety (OHS) guidelines? | Yes |[ ]  No |[ ]
| SITHCCC001 Use food preparation equipment | Have you got the skills and knowledge to safely use commercial kitchen equipment, including knives, to prepare a range of different food types? | Yes |[ ]  No |[ ]
| SITHCCC005 Prepare dishes using basic methods of cookery | Do you have the skills and knowledge to use a range of basic cookery methods (14) to prepare dishes? | Yes |[ ]  No |[ ]
| SITHCCC006 Prepare appetisers and salads | Do you prepare hot and cold appetisers and salads following standard recipes? Selecting quality ingredients and suitable cookery methods to meet the standards? | Yes |[ ]  No |[ ]
| SITHCCC007 Prepare stocks, sauces and soups | Do you select and prepare ingredients, using correct equipment and cookery methods to produce various stocks, mother sauces and derivatives and soups of all categories?  | Yes |[ ]  No |[ ]
| SITHCCC008 Prepare vegetable, fruit, egg and farinaceous dishes | Do you have the skills and knowledge to prepare and cook various vegetables and fruits; egg, pasta, rice and polenta dishes? | Yes |[ ]  No |[ ]
| SITHCCC012 Prepare poultry dishes | Do you have the skills and knowledge to prepare and portion poultry and cook a range of poultry dishes, their marinades and accompaniments? Poultry such as chicken, duck and turkey or others like goose, guinea fowl, pheasant, pigeon or quail. | Yes |[ ]  No |[ ]
| SITHCCC013 Prepare seafood dishes | Do you prepare and cook a range of fish and shellfish dishes, using quality supply, specialised equipment, correct portion size and cuts? Fish and Shellfish such as flat and round fish, octopus and squid, crustaceans and molluscs? | Yes |[ ]  No |[ ]
| SITHCCC014 Prepare meat dishes | Do you prepare and cook a range of meat dishes following standard recipes, portion control and suitable cookery methods? Dishes made from beef, game, lamb, offal and pork and other fancy meat? | Yes |[ ]  No |[ ]
| SITHCCC018 Prepare food to meet special dietary requirements | Do you prepare dishes for people who have special dietary needs for health, lifestyle and cultural reasons, like fat-free, gluten intolerant, diabetics, low-carbohydrate, kosher, lactose and halal special diets?  | Yes |[ ]  No |[ ]
| SITHCCC019 Produce cakes, pastries and breads | Do you produce and decorate cakes, pastries and breads? Cakes such as: basic aerated sponges, Genoise sponges, Madeira cakes and Muffins.Pastries made from: choux pastry, filo and strudel pastry, puff pastry, short and sweet pastry, Croissants and Danish Pastry.Breads such as Rolls, Buns, Brioche, baguettes and breakfast breads. | Yes |[ ]  No |[ ]
| SITHCCC020 Work effectively as a cook | Do you have the skills and knowledge to work as a cook, incorporating all aspects of organising, preparing and cooking a variety of food items across different service periods and menu types, using a range of cooking methods and team coordination skills, applying the appropriate speed and quality to recipe and service specifications? | Yes |[ ]  No |[ ]
| SITHKOP002 Plan and cost basic menus | Can you plan and cost basic menus for dishes or food product ranges for any type of cuisine or food service style, considering customer preferences, customer and business needs and evaluating their performance? | Yes |[ ]  No |[ ]
| SITHKOP004 Develop menus for special dietary requirements | Have you developed menus and meal plans for people who have special dietary needs for health, lifestyle and cultural reasons?Do you develop special menus and meal plans to meet those requirements, cost menus and monitor and evaluate the success of menu performance? | Yes |[ ]  No |[ ]
| SITHKOP005 Coordinate cooking operations | Have you coordinated the production of food within commercial kitchens? Plan the production of food, organise required food supplies for the food production period, supervise food production processes and monitor the quality of kitchen outputs | Yes |[ ]  No |[ ]
| SITHPAT006 Produce desserts | Do you produce and present hot, cold and frozen desserts following standard and special dietary recipes?Hot desserts such as: crepes, soufflé, fritters, pies, puddings, flansCold desserts such as: bavarois, charlottes, mousses, custards and creams. Prepared fruit, Tarts, Pies, MeringuesFrozen desserts such as: bombes, ice-creams, parfait, sorbet or semi fredo or cakes. | Yes |[ ]  No |[ ]
| SITXCOM005 Manage conflict | Have you resolved complex or escalated complaints and disputes with internal and external customers and colleagues?Are you able to use effective conflict resolution techniques and communication skills to manage conflict and develop solutions? | Yes |[ ]  No |[ ]
| SITXFIN003 Manage finances within a budget | Have you been responsible for budget management? Can you interpret budgetary requirements, allocate resources, monitor actual income and expenditure and report on budgetary deviations? | Yes |[ ]  No |[ ]
| SITXFSA001 Use hygienic practices for food safety | Do you use personal hygiene practices to prevent contamination of food that might cause food-borne illnesses, applying organisational and legislative procedures to identify and control food hazards? | Yes |[ ]  No |[ ]
| SITXFSA002 Participate in safe food handling practices | Do you handle food safely during the storage, preparation, display, service and disposal of food and follow procedure, as outlined in the food safety program? | Yes |[ ]  No |[ ]
| SITXHRM001 Coach others in job skills | Do you train or coach colleagues on-the-job? Have you got the ability to explain and demonstrate specific skills, knowledge and procedures and monitor the progress of colleagues until they are able to operate independently? | Yes |[ ]  No |[ ]
| SITXHRM003 Lead and manage people | Have you lead and managed people and teams and support and encourage their commitment to the organization? Do you lead by example and manage team performance through effective leadership? | Yes |[ ]  No |[ ]
| SITXINV002 Maintain the quality of perishable items | Do you maintain the quality of perishable supplies and store perishable supplies in optimum conditions to minimise wastage and avoid food contamination? | Yes |[ ]  No |[ ]
| SITXMGT001 Monitor work operations | Have you overseen and monitored the quality of day-to-day work in the food service outlets?Do you communicate effectively with team members, plan and organise operational functions and solve problems? | Yes |[ ]  No |[ ]
| SITXWHS003 Implement and monitor work health and safety practices | Have you managed and implemented work health and safety practices to ensure a safe workplace?Did you monitor safe work practices, coordinate consultative arrangements, risk assessments, work health and safety training and the maintained records? | Yes |[ ]  No |[ ]
| BSBITU201 Produce simple word processed documents | Do you produce word processed documents as part of your job? | Yes |[ ]  No |[ ]
| BSBITU203 Communicate electronically | Do you use email and/or other forms of electronic communications in the workplace, and do you gather, convey and receive information electronically? | Yes |[ ]  No |[ ]
| SITXWHS301 Identify hazards, assess and control safety risks | Have you got the skills and knowledge required to identify hazards, assess the associated workplace safety risks, take measures to eliminate or minimise those risks and document all processes? | Yes |[ ]  No |[ ]
| SITXHRM401 Roster staff | Do you have the skills and knowledge required to develop, administer and communicate staff rosters, according to industrial provisions, operational efficiency requirements and within wage budgets?  | Yes |[ ]  No |[ ]
| SITXINV201 Receive and store stock | Do you check and take delivery of stock and appropriately store, rotate and maintain the quality of stock items? | Yes |[ ]  No |[ ]
| SITXINV401 Control stock | Have you processed stock orders, maintained stock levels, minimised stock losses, managed stocktakes and maintained all documents that relate to the administration of any type of stock? | Yes |[ ]  No |[ ]

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| Applicant Sign: |  | Date: |  |
| Assessor comment: | Eligible | Yes |[ ]  No |[ ]   |  |
| Assessor Sign: |  | Date: |  |