

ASSISTANT PASTRY JOB DESCRIPTION

POSITION SUMMARY:

The primary responsibility of the Assistant Pastry is the preparation of Pastry items that require basic professional skills.

This position description in no way states or implies that these are the only duties to be performed by the shipboard employee occupying this position. Employees may be required to perform any other job-related duties assigned by their supervisor or management. All duties and responsibilities are to be performed in accordance with the Company's Safety, Quality and Environmental standards.

RESPONSIBILITIES:

- Assist the Pastry Chef to produce pastries on time and in line with Company standards and recipes.
- Prepare all required Pastry recipes as instructed, following the Menus, Recipes, Guidelines & Methods provided.
- Complete basic tasks such as creams, ice-cream, and preparation of basic doughs.
- Possess knowledge and ability to use general techniques such as the use of a piping bag.
- Able to read, understand, follow and prepare company recipes.
- Maintain a safe and clean work environment by complying with USPH and Company Regulations.
- Able to work in any section of the Pastry Department and demonstrate methods and recipes to subordinates.
- Produce and maintain the expected level of food quality in assigned area and according to instructions from the Pastry Chef.

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- Maintain quality and consistency in taste, presentation and appearance, according to recipes and pictures.
- Rectify any discrepancies immediately.
- Communicate relevant provision issues to the Chef De Partie on a daily basis.
- Possess a good knowledge of Pastry and an understanding of culinary terms.
- Complete tasks effectively.
- Work efficiently and productively.
- Possess knowledge of the United States Public Health rules and regulations, and ensure that they are followed on a daily basis.
- Ensure that the pastry/adjacent areas are ready for announced or unannounced inspection, performed by Ship Management or local authorities.
- Control and maintain all Pastry equipment distributed to staff, ensuring that it is cleaned and/or sanitized and returned in an acceptable condition after each use.
- Monitor the cleaning, handling and storage of all Pastry equipment.
- Justify, record, and report any damages and/or malfunctions.

REQUIREMENTS:

- Minimum 2-year experience in a food preparation/service position in restaurant, resort or hotel (shipboard experience preferred).
- Completion of High school or GED.
- Pastry School Degree.
- Food Hygiene Certification.
- Ability to effectively deal with internal and external guests, some of whom will require high levels of discretion, patience, tact and diplomacy.

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- Knowledge of principles for providing exemplary customer service including problem resolution and achievement of quality service standards.
- Must enjoy working with the public in a busy, active and sometimes noisy environment.
- Be able to work with international team members.

LANGUAGE REQUIREMENTS:

- Excellent ability to speak English clearly, distinctly and cordially.
- Excellent ability to understand, read and write English in order to interpret written procedures, policies and manuals. This includes the ability to give and receive instructions in written and verbal forms and to effectively present information and respond to questions from guests, supervisors and co-workers.

PHYSICAL REQUIREMENTS:

- While performing the duties of this job, the shipboard employee is regularly required to stand; walk; use hands to touch, handle, or feel; reach with hands and arms; talk or hear; and taste or smell. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- Extensive travel from ship to ship with varying accommodations and resting opportunities require good health. Active management of health through diet and exercise is a key for prolonged success in the position.
- All shipboard employees must be physically able to participate in emergency lifesaving procedures and drills. Full use and range of arms and legs as well as full visual, verbal and hearing abilities are required to receive and give instructions in the event of an emergency including the lowering of lifeboats. The employee must have the ability to lift and/or move up to 55 pounds.

LEADS WITH PASSION, DRIVE AND ENERGY

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- Promotes team unity at all levels within the Team and collaborates well with shipboard and shore side management.
- Shows motivation to learn and grow in the department.

ACTS WITH INTEGRITY

- Creates a climate of trust, mutual respect, and a professional image according to company standards. Be groomed meticulously and ready for guest service.
- Maintains guests' and employee confidence and protects the organization's reputation by keeping guest and company information confidential. Enhances department and company reputation by accepting ownership and accomplishing a diversity of requests while exploring opportunities to add value to job accomplishments.

BENEFITS:

- Contract with an average length of 6 - 8 months.
- Free food & shared accommodation (2 people per cabin).
- Crew areas activities on board (gym, crew bar, shore excursions, social activities, crew events, etc.)
- Joining tickets: are not covered for new crew members.
- Repatriation tickets: are provided by the company.
- Visa expenses reimbursed on board.
- Medical exam can be reimbursed depending of the company.
- Earn recognition and career advancement opportunities.

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