

BMSW4001
ACADEMIC AND EMPLOYABILITY SKILLS
(ACE)

Kitchen
management
Head Chef



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- STUDENT NUMBER:2028774

Introduction

- Academic skills and employability skills can make an individual become efficient in every aspect of life. Employability skills can be useful to solve problems in the workplace and also help an individual to work with others (Arnold *et al.*, 2019).
- The topic of my presentation will be **Kitchen management Head Chef** as my intended career.
- In the presentation will be proof some of the Academic and Employability skills:
 - Time management.
 - Academic writing.
 - CV writing and reading.
 - Referencing.





Introduced career

- The good Head Chef is **leader** in the first place and secondly a manager.
- The most important skill the Head Chef have to be capable of is time management, empathy, teamwork and team leading, CV reading and others.

Time management

- In the position of the Head chef is his/ her job to work with time management is the kitchen.
- The manager have to make the weekly rota, where the employee can se when and what time they have to work.
- Is also his/ her duty to manage the kitchen vell so nothing will be late everything will be on time.
- He/ she have to organise they own time also so everything will be going well.
 - Example:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Order 8-9		Order 8-9	OFF	Big order 8-9		
Preparing till 12	Preparing 7-12	Preparing 7-12		Preparing 7-12	Preparing 7-12	Preparing 7-12
Service from12	Service from12	Service from12		Service from12	Service from12	Service from12

JAMIE CARNEY

GRAPHIC & WEB DESIGNER

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PROFILE

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EXPERIENCE

SENIOR WEB DESIGNER

Green Technology, 2016-Present

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SENIOR GRAPHIC DESIGNER

Creative Studio, 2014-2015

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JOB POSITION HERE

Company Name, 2012-2014

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EDUCATION

BACHELOR OF ARTS

Green University, 2011-2012

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MASTER OF SCIENCE

Devine University, 2010-2012

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MASTER OF ARTS

Creative University, 2009-2011

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PRO SKILLS

Photoshop	
Illustrator	
InDesign	
Areamweaver	
Javascript	
Html / Css	
Wordpress	

PERSONAL SKILLS

Creativity	
Team Work	
Hard Work	
Leadership	

REFERENCE

MD DUSTIN PAUL

Director, Matrix media limited

Phone: +555 123 5566

JENSON SMITH

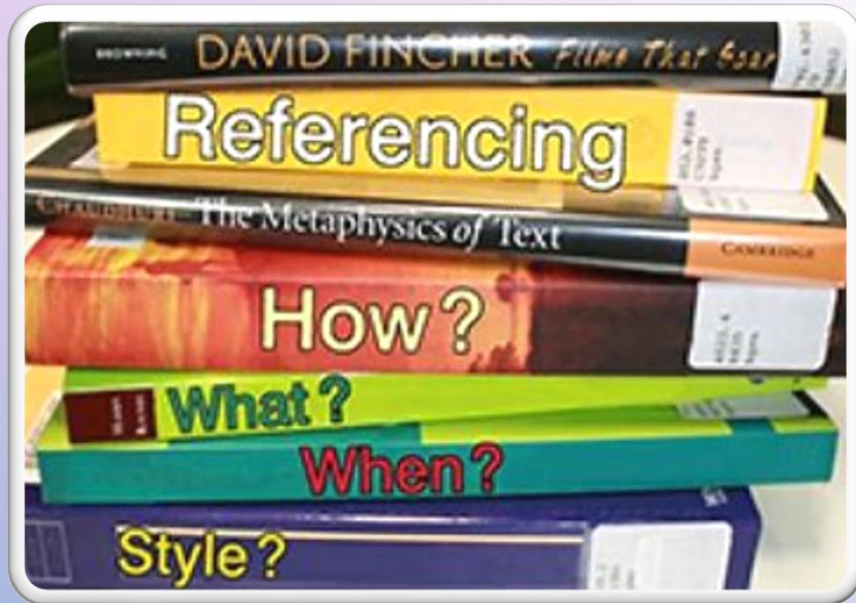
Web developer, Design Mate LTD

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CV writing

- To write a good CV is important, because this is one of the first impression from the people who is applying for the job. Even a Head Chef have to have a good CV to found a good kitchen.
- To write good CV we can found CV writing websites. For example, "My perfect CV".

Referencing



The referencing is important in the academic work but is same important in the workplace also. A Head Chef have to be able to answer a lots of questions so is good to do referencing, in this case if anything happen easy to found out when and where have to search.

Referencing is the proof of that where we get the information.



Conclusion

- Academic and employability skills are required for specific job positions. As a manager have to be capable of most of the employability skills to be easier to work.
- With employability skills much easier to manage the work, home, studies...

Reference list

- Assignment writer 2020. “Academic and employability skills” [Academic and employability skills – reviewmaster \(wordpress.Com\)](#) Accessed: 09.08.2021