

Checklist for Worldchefs Certified Professional Cook (Commis Chef)

BEFORE you claim your badge:

! Use the shaded 'Check' columns to mark which evidence you have included in your submission.

! Make sure you have a tick, against each evidence required, in the 'Check' column.

Task 1	Evidence required	Add text	Check	Add image	Check	Add document	Check
1.1	Your country of residence	✓					
	Number of years of professional cooking experience	✓					
	Your current position	✓					
	Name of the establishment you are currently working for	✓					
	Address of the establishment	✓					
	Website address for the establishment	✓					
	Number of years in current position	✓					
1.2	Current employment:						
	- Position	✓					
	- Duration of employment	✓					
	- Name of the establishment.	✓					
	Previous employments:						
	- Position	✓					
- Duration of employment	✓						
- Name of the establishment	✓						
Note	Your current and previous employments combined must add up to at least three years of full-time professional cooking experience.						
1.3	Organisation you work for:						
	- Location (ie where it is based)	✓					
	- Type of cuisine	✓					
	- Number of customers served	✓					
1.4	Your position/ job title	✓					
	Description of your responsibilities	✓					
1.5	Details of your witness:						
	- Full name including title, first name(s) and family name(s)	✓					
	- Current position	✓					
	- Name of the establishment where the witness works	✓					
	- Address of the establishment	✓					
	- Email address	✓					
	- Contact number	✓					
	- Number of years you have worked with the witness	✓					
Task 2	Evidence required	Add text	Check	Add image	Check	Add document	Check
2.1	Explain how you apply the principles of HACCP during a typical working day.	✓					
2.2	Upload a current HACCP or Food Safety or Sanitation certificate.					✓	
Task 3	Evidence required	Add text	Check	Add image	Check	Add document	Check
3.1	Provide a photograph of the mise en place for one dish you have prepared.			✓			
3.2	Using the photograph of the mise en place you have prepared, provide the following:						
	- Give the name of the final dish that the mise en place has been prepared for	✓					
	- Give the names of the ingredients shown in the photograph	✓					
	- Describe how you have organised and arranged the ingredients	✓					
	- Describe the equipment shown in the photograph.	✓					

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3.3-3.10	Produce four different simple dishes						
Notes	<ul style="list-style-type: none"> - The four dishes must be four different types of dishes that fit the definition of 'simple dish'. - The recipe must include the name of the dish, ingredients, directions, cooking methods and equipment. 						
3.3	Upload recipe for DISH 1.					✓	
3.4	Upload recipe for DISH 2.					✓	
3.5	Upload recipe for DISH 3.					✓	
3.6	Upload recipe for DISH 4.					✓	
3.7	Upload two photographs for DISH 1:						
	- One close-up photograph of dish 1.			✓			
	- One photograph of you in culinary uniform* holding dish 1.			✓			
3.8	Upload two photographs for DISH 2:						
	- One close-up photograph of dish 2.			✓			
	- One photograph of you in culinary uniform* holding dish 2.			✓			
3.9	Upload two photographs for DISH 3:						
	- One close-up photograph of dish 3.			✓			
	- One photograph of you in culinary uniform* holding dish 3.			✓			
3.10	Upload two photographs for DISH 4:						
	- One close-up photograph of dish 4.			✓			
	- One photograph of you in culinary uniform* holding dish 4.			✓			
*Note	The culinary uniform must reflect industry dress code such as safety, hygiene and cleanliness.						
3.11	Upload the completed and signed witness testimony.					✓	
Note	Download the witness testimony form in OBA.						
Task 4	Evidence required	Add text	Check	Add image	Check	Add document	Check
4.1	List your professional development needs specific to your work.	✓					
4.2	List the professional development activities you have undertaken in the last three years.	✓					
4.3	Give an example of how participating in the professional development activities listed in 4.2 has improved your own working practices.	✓					
Task 5	Evidence required	Add text	Check	Add image	Check	Add document	Check
5.1	Describe how you work as part of a team to achieve set goals during a typical working day and what your contribution is to the team.	✓					