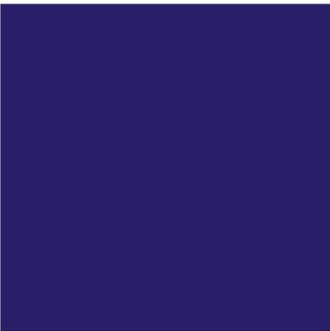




WORLD
ASSOCIATION
OF CHEFS
SOCIETIES

WORLD CHEFS GLOBAL CULINARY CERTIFICATION

HANDBOOK



WORLDCHIEFS GLOBAL CULINARY CERTIFICATION

About this document

This document provides an overview of the requirements for the **Worldchefs Certified Sous Chef** professional title. It must be used together with the 'Introduction to the Worldchefs Global Culinary Certification' handbook available to download on the Worldchefs certification website: www.worldchefs.org/certification.

We have done our best to ensure that all the information in this document is correct. However, we make continuous improvements to the certification, so we need to change a few things from time to time. We communicate these changes as soon as they are relevant, but Worldchefs or City & Guilds cannot accept liability for loss or damage arising from the use of information in this document. We strongly suggest that you check that the version you are using is the version which is on the Worldchefs website. The version date can be found at the bottom of the page.

About the World Association of Chefs Societies (Worldchefs)

Worldchefs is the leading authority in global cuisine, dedicated to defining and promoting standards within professional cooking and hospitality around the world.

Through educational programmes, international culinary competitions, congresses and assemblies, Worldchefs has been leading the way in shaping the role of the professional chef since it was established in 1928. Worldchefs membership includes cooks, chefs and culinary educators from more than 100 countries, representing over 10 million professionals.

About the Worldchefs Global Culinary Certification

The Worldchefs Global Culinary Certification has been developed to recognise the skills, knowledge and experience of chefs, cooks and culinary educators around the world. The certification is structured to promote progression within the industry and is available at the nine critical career stages.

The Worldchefs certification is the only global certification for culinary professionals. It has been developed in partnership with City & Guilds, a world leader in skills development and testing. For more information, please visit www.worldchefs.org/certification.

About the levels

There are nine professional levels which can be achieved through the certification. Each level has its own certification number shown in the table below:

Worldchefs certification level	Certification number
Worldchefs Certified Professional Cook (Commis Chef)	8499-01
Worldchefs Certified Chef de Partie	8499-02
Worldchefs Certified Sous Chef	8499-03
Worldchefs Certified Chef de Cuisine	8499-04
Worldchefs Certified Executive Chef	8499-05
Worldchefs Certified Pastry Chef	8499-06
Worldchefs Certified Master Chef	8499-07
Worldchefs Certified Master Pastry Chef	8499-08
Worldchefs Certified Culinary Educator	8499-09

Definition of certification levels

The certification levels reflect the professional titles most commonly used within the industry:



Worldchefs Certified Master Chef (WCMC)

A professional chef who creates innovative dishes of exceptional quality and has achieved an award or certification which is considered to be a benchmark for culinary excellence. The holder of this title has a minimum of ten years of professional cooking experience and is employed as an executive chef, corporate executive chef (or equivalent) or runs own business.



Worldchefs Certified Master Pastry Chef (WCMPC)

A professional pastry chef who creates innovative pasty, bakery and dessert products of exceptional quality and has achieved an award or certification which is considered to be a benchmark for pastry excellence. The holder of this title has a minimum of ten years of professional pastry and baking experience and is employed as an executive pastry chef, corporate executive pastry chef (or equivalent) or runs own business.



Worldchefs Certified Culinary Educator (WCCE)

A professional educator in a teaching or lecturing position who has a minimum of ten years of documented education and industry experience, including a minimum of four years of full-time teaching experience (or equivalent). The holder of this title works in an accredited school, college or other educational institution.



Worldchefs Certified Executive Chef (WCEC)

A professional chef, with a minimum of seven years of professional cooking experience, who is the head of multiple food service outlets within an operation. The holder of this title is employed as an executive chef, corporate executive chef (or equivalent) or runs own business.



Worldchefs Certified Chef de Cuisine (WCCC)

A professional chef, with a minimum of seven years of professional cooking experience, who is responsible for planning and supervising the food production, management and development of staff and kitchen management. A Chef de Cuisine may also be referred to as a Head Chef of a professional kitchen.



Worldchefs Certified Pastry Chef (WPC)

A professional pastry chef or baker who is responsible for producing pastry, baking and dessert products and managing pastry staff. The holder of this title is employed as a pastry chef (or equivalent), or runs own business, and has a minimum of seven years of professional pastry and baking experience, including two years as the head pastry chef (or equivalent).



Worldchefs Certified Sous Chef (WCSC)

A professional chef who is responsible for supervising an entire area of the kitchen or assisting the chef in managing the entire food service operation. The holder of this title reports directly to the Chef de Cuisine or Executive Chef and has a minimum of five years of professional cooking experience, including a minimum of two years as a sous chef.



Worldchefs Certified Chef de Partie (WCCP)

A professional chef (de Partie), with a minimum of three years of cooking experience under the direction of a sous chef or head chef, who is responsible for one or more designated sections in the kitchen such as grill, sauce corner, larder and/or pastry corner.



Worldchefs Certified Professional Cook (Commis Chef)

A professional cook, with a minimum of three years of cooking experience, who performs a variety of basic cooking or baking tasks in a food service operation, under the supervision of a professional chef.

Worldchefs Certified Sous Chef (8499-03)

Entry requirements

Entry requirement

The candidate must be able to demonstrate or provide the following:

0.1

A minimum of five years of professional cooking experience including a minimum of two years as a sous chef.

0.2

Current employment as a sous chef.

0.3

The name of a **witness** who will confirm the candidate's competence.

0.4

A current **HACCP or Food Safety or Sanitation certificate**.

The following only applies to candidates who qualify for fast track certification

Candidates who hold a **qualifying certificate**, and are currently employed at the level stated in point 0.2 (above), are considered to have met the certification requirements at Sous Chef level.

Evidence requirements

The candidate needs to provide the following evidence:

0.1

Written task:

- Confirm that they have a minimum of five years of professional cooking experience including a minimum of two years as a sous chef.

0.2

Written task:

- Confirm that they are currently employed as a sous chef.

0.3

Witness testimony:

- Provide a suitable witness.

0.4

Documentary evidence:

- Provide a current HACCP or Food Safety or Sanitation certificate.

Fast track evidence requirements

Documentary evidence:

- Provide a copy of the certificate which qualifies them for fast track certification.

Written task:

- Confirm that they are currently employed as a sous chef.

Candidates who qualify for fast track certification are only required to provide the above evidence and pay the application fee to achieve certification.

Additional guidance

0.3

Witness refers to the person who is in a position of responsibility and who is technically able to comment on the candidate's work or culinary skills. This is likely to be the candidate's chef de cuisine, executive chef or manager.

0.4

HACCP refers to Food Safety Management Systems based on the principles of Hazard Analysis Critical Control Point according to appropriate directives or regulations.

Current HACCP or Food Safety or Sanitation certificate is a document achieved in the last five years on completion of a formal assessment which confirms that the holder of the certificate has demonstrated the skills and knowledge required to consistently ensure effective food safety.

HACCP or Food Safety or Sanitation unit(s) or module(s) achieved as part of a formal culinary training programme may also be accepted instead of a separate certificate provided that the programme was completed in the last five years.

Additional guidance (for fast track certification)

Qualifying certificate refers to professional certification approved by Worldchefs as meeting the requirements for the Sous Chef level.

The list of qualifying certificates can be found at www.worldchefs.org/certification/fasttrack.

Worldchefs Certified Sous Chef

Standard 1 – Technical expertise

Learning outcome

The candidate will be able to achieve technical expertise as a Sous Chef

Performance criteria	Evidence requirements
The candidate can do the following:	The candidate needs to provide the following evidence:
<hr/> <p>1.1 Produce dishes to an agreed standard set by the culinary operation.</p>	<hr/> <p>1.1 Witness testimony:</p> <ul style="list-style-type: none">• Confirm that they have produced dishes to an agreed standard set by the culinary operation. <p>Photograph:</p> <ul style="list-style-type: none">• Provide two current photographs of each of the four dishes they have produced:<ul style="list-style-type: none">- one close-up photograph of the dish- one photograph of them in culinary uniform holding the dish. <p>The four dishes must be four different types of dishes and selected from the additional guidance information (on page 7).</p> <p>The culinary uniform must reflect industry dress code such as safety, hygiene and cleanliness.</p> <p>Documentary evidence:</p> <ul style="list-style-type: none">• Provide the recipe* for each of the four dishes. <p>*Recipe to include the name of the dish, ingredients, directions, cooking methods and equipment.</p>
<hr/> <p>1.2 Present dishes creatively.</p>	<hr/> <p>1.2 Witness testimony:</p> <ul style="list-style-type: none">• Confirm that they have presented dishes creatively which reflect new culinary techniques, trends and/or use of crockery. <p>Photograph:</p> <ul style="list-style-type: none">• Provide two current photographs of each of the four dishes they have produced and presented creatively:<ul style="list-style-type: none">- one close-up photograph of the dish- one photograph of them in culinary uniform holding the dish.

	<p>The four dishes submitted in point 1.2 may be the same four dishes submitted in point 1.1 (if they have been presented creatively).</p> <p>The four dishes must be four different types of dishes selected from the additional guidance information (on page 7).</p> <p>The culinary uniform must reflect industry dress code such as safety, hygiene and cleanliness.</p> <p>Documentary evidence:</p> <ul style="list-style-type: none"> • Provide the recipe* for each of the four dishes. <p>*Recipe to include the name of the dish, ingredients, directions, cooking methods and equipment.</p>
<p>1.3 Contribute to the professional development of the kitchen staff.</p>	<p>1.3 Witness testimony:</p> <ul style="list-style-type: none"> • Confirm that they have contributed to the professional development of the kitchen staff. <p>Written task:</p> <ul style="list-style-type: none"> • Give two examples of how they have contributed to the professional development of the kitchen staff.
<p>1.4 Manage kitchen staff to achieve production and operational goals.</p>	<p>1.4 Witness testimony:</p> <ul style="list-style-type: none"> • Confirm that they have managed kitchen staff to achieve production and operational goals. <p>Written task:</p> <ul style="list-style-type: none"> • Explain how they manage kitchen staff to achieve production and operational goals.
<p>1.5 Manage the application of HACCP for methods of food production.</p>	<p>1.5 Witness testimony:</p> <ul style="list-style-type: none"> • Confirm that they have managed the application of HACCP for methods of food production. <p>Written task:</p> <ul style="list-style-type: none"> • Explain how they manages the application of HACCP for methods of food production outlined in the additional guidance information (next page).

1.6

Advise on the procurement of ingredients and supplies in line with the organisation's requirements and specifications.

1.6

Witness testimony:

- Confirm that they have advised on the procurement of ingredients and supplies in line with the organisation's requirements and specifications.

Written task:

- Describe the organisation's requirements and specifications for procuring ingredients and supplies
 - Explain their role and responsibilities in the procurement of supplies.
-

Additional guidance

1.1

Dishes include appetisers, entrees, main courses, sauces, hot and cold desserts.

1.2

Creatively refers to styles of presentation which reflect new culinary techniques, trends and/or use of crockery.

1.3

Kitchen staff refers to chef de parties', professional cooks/commis chefs and other kitchen support staff which may include stewards, kitchen porters, cleaners and still room staff.

Professional development of the kitchen staff refers to supporting, encouraging, mentoring and training staff, formally or informally, to develop new and/or to update existing skills and knowledge.

1.5

Manage the application of HACCP refers to making judgements, reporting findings to supervisor, implementing appropriate corrective actions.

HACCP refers to Food Safety Management systems based on the principles of Hazard Analysis Critical Control Point according to appropriate directives or regulations.

Methods of food production include storing, butchery, cooking, baking, chilling, holding and reheating cold and hot foods.

Worldchefs Certified Sous Chef

Standard 2 – Professional development

Learning outcome

The candidate will be able to maintain occupational competency in work role within the culinary profession

Performance criteria	Evidence requirements
The candidate can do the following:	The candidate needs to provide the following evidence:
2.1 Identify professional development needs specific to their work role within the culinary profession.	2.1 Written task: <ul style="list-style-type: none">• List their professional development needs specific to their work.
2.2 Undertake a range of professional development activities to acquire new or update existing skills and knowledge.	2.2 Written task: <ul style="list-style-type: none">• List the professional development activities they have undertaken in the last three years to acquire new or update existing skills and knowledge.
2.3 Evaluate knowledge and skills gained from the professional development activities to inform and improve working practices.	2.3 Written task: <ul style="list-style-type: none">• Give an example of how participating in the professional development activities listed in point 2.1 has improved their own working practices.

Additional guidance

2.1

Professional development needs refers to the acquisition of skills and knowledge within culinary profession which may include updating cookery skills and techniques, understanding and applying food technologies, understanding new developments and/or equipment in cookery and IT, modern cooking and/or baking skills, culinary trends, presentations, product knowledge, the legal and organisational requirements of the culinary operation including occupational health and safety such as food safety, first aid and fire safety, the development of soft skills such as communication, management, leadership and presentation.

2.2

Professional development activities refer to workshops, seminars, conferences, culinary courses, culinary competitions and mentoring.

Worldchefs Certified Sous Chef

Standard 3 – Professionalism in work role

Learning outcome

The candidate will be able to conduct themselves professionally as a Sous Chef

Performance criteria	Evidence requirements
<p>The candidate can do the following:</p>	<p>The candidate needs to provide the following evidence:</p>
<p>3.1 Lead kitchen staff by example to achieve set goals.</p>	<p>3.1 Witness testimony: • Confirm that they have led their kitchen staff by example to achieve set goals.</p> <p>Written task: • Explain how they led the kitchen staff by example to achieve set goals and give an example of how they have been a role model to their team.</p>
<p>3.2 Meet the responsibilities set out in standard operational procedures (SOP) of the culinary operation in relation to:</p> <ul style="list-style-type: none">• time management• professional attitude and behaviour• professional appearance.	<p>3.2 Witness testimony: • Confirm that they have met the responsibilities set out in SOP of the culinary operation in relation to timekeeping, professional attitude and behaviour and professional appearance.</p>
<p>3.3 Identify and resolve problems within own area of responsibility.</p>	<p>3.3 Witness testimony: • Confirm that they have identified and resolved problems within their own areas of responsibility.</p> <p>Written task: • Give two examples of how they have resolved problems within their workplace.</p> <p>The problems must relate to situations outlined in the additional guidance information (next page).</p>

Additional guidance

3.1

Lead kitchen staff by example refers to the ability to motivate a group of chefs de partie, professional cooks/commis chefs and other **kitchen support staff** under their supervision, provide direction and support to members of the team and be a role model by achieving goals in a timely manner with due planning, delegating and managing work effectively.

Kitchen support staff may include stewards, kitchen porters, cleaners and still room staff.

3.2

Standard operational procedures (SOP) refer to activities specified to own working environment. These may be written or implicit.

Professional attitude and behaviour refers to respect for others, effective interpersonal and communication skills, having a positive attitude towards work, pride, integrity and honesty.

Professional appearance refers to the appropriate wearing of professional culinary uniforms as determined by the country's specific professional standards. Uniform must include hair covering such as a hair net, cap, hat; jacket; pants/trousers; socks or stockings and hard leather and safety shoes.

Modifications to the culinary uniform can be made in recognition of religious or cultural beliefs.

Professional appearance also refers to personal hygiene as determined by the country's specific professional standards.

3.3

Problems are situations that may occur within the culinary operation in relation to staffing, kitchen operations, service, food safety, quality and standards of materials which need to be dealt with and resolved.