**The Danish Embassy in New Delhi is looking for a “Chef” to work in Ambassador’s Residence**

**Position:** Chef

# Type of employment: Full time position

**Starting date:** As soon as possible

**Location:** Residence of Ambassador of Denmark, 24 Amrita Shergill Marg, Lodhi Estate, New Delhi 110003

c/o Royal Danish Embassy, 33-B, Dr S. Radhakrishnan Marg, Chanakyapuri, New Delhi -110021

**Deadline for application:** 30th June 2025

# Reporting to: Ambassador/Head of Chancery

The Embassy is looking for a competent, creative and service-minded chef to work full time at the Residence of the Danish Ambassador to India. The Residence hosts events including breakfasts, lunches, dinners and receptions for politicians, companies and other high-level contacts. The Residence is also venue for cultural events to promote Danish design, music, art and architecture. The position is independent in the kitchen but works closely with the Ambassador and his family, Residence staff and temporary function support.

You will be part of the Embassy’s Administrative team. The team consists of a Head of Chancery as Team Lead and other local employed administrative staff.

**Main tasks and responsibilities of Chef will be to assist in:**

* Preparing and catering for meals during private/official events at the residence, ranging from informal to formal private lunches/dinners and, sometimes for large number of guests
* Running the kitchen of the residence for the aforementioned dining events
* Preparation of menus, shopping, cooking and baking for dining events in the residence
* Preparation and presentation of meals for the Ambassador and his family/private guests, when not otherwise catering for official functions
* Create menus in consultation with the Ambassador and Residence Manager, considering dietary requirements and cultural preferences.
* Arranging for additional assistance from waiters etc. if needed in cooperation with the Ambassador’s executive assistant
* Budget and bookkeeping of the provision of food in cooperation with the Ambassador
* Responsible for maintaining the kitchens of the residence in a clean sanitary condition after dining together with cleaning staff of residence
* Ensure food handling and storage comply with the high safety standards
* Able to read recipes/cookbooks and execute them successfully
* Perform other duties as assigned

**Required qualifications**

* Culinary skills: Documented five years of experience as a chef and proven experience in preparing a variety of cuisines and menus including Indian cuisine
* Demonstrate willingness to learn, think out of the box and experiment in creating different fusions of Indian and Danish cuisines
* Organisational and time-management skills: Ability to manage multiple tasks and prioritize duties efficiently.
* Communication skills: Good English skills required and an approachable personality and good communication skills for interacting with the ambassador, staff, and guests
* Knowledge of food quality and safety: Understanding of food safety and hygiene regulations
* Flexibility: Willingness to work irregular hours and adapt to changing schedules including frequent working during evenings and occasionally on weekends
* Be able to accommodate diverse dietary needs.
* Open to try new recipes and follow latest culinary sustainability trends

## Desired qualifications

## 

* Knowledge and experience with New Nordic Cuisine is an advantage
* Formal culinary training and certification
* Experience running a kitchen would be preferred, incl. managing of the provision of food items.
* Experience with private dining.
* Creativity within fine dining and fusion cooking
* Previous embassy residence employment
* Fluency in one or more Indian languages
* Discretion, professionalism, and a respectful demeanour.

## We offer

* An exciting, inter-cultural and dynamic work environment with a wide range of diverse tasks
* A large degree of self-dependence
* Focus on -the-job learning and competence development to learn Nordic/Danish cuisine and fine dining

## Employment conditions

* You will be offered full time employment on a local contract based on the relevant legally binding labour market rules of India
* 13th month salary
* Your salary will reflect your qualifications, relevant experience and proven work-related results in accordance with the Salary Policy of the Embassy
* You will be entitled to 25 days of paid holiday per year
* As part of your salary, you will be enrolled in the EPF-scheme
* Standard working hours are 48 hours per week
* Medical coverage (80:20, where 80% of the medical expenditure is reimbursed by the Embassy)
* The salary range will be between INR 65,000 to INR 85,000 depending on years of experience and last drawn salary.
* Temporary housing in apartment in staff quarters of the residence will be provided free of cost.

## Application and recruitment process

To apply for the position, please send your application (cover letter, CV, proof of relevant education and Sample menu or portfolio of previous work) should be sent to Head of Chancery Ulrik Jørgensen and HR and Administrative officer Nibedita Sengupta at [delambrecruitment@um.dk](mailto:delambrecruitment@um.dk) marked **“Chef”** no later than **Monday, 30th June 2025.**

The Embassy is obliged to follow EU-rules of handling personal information (GDPR) when we receive and process job applications. Our processing of personal information will rely on your consent (art. 6, no. 1 litra a). Please read the privacy policy of the Danish Ministry of Foreign Affairs before applying [(http://um.dk/en/about-us/organisation/contact-information/the-ministry-of-foreign-affairs-ofdenmark-personal-data-policy)](http://um.dk/en/about-us/organisation/contact-information/the-ministry-of-foreign-affairs-of-denmark-personal-data-policy). By sending your application, you actively consent to our processing of your personal information. In the above-mentioned policy you can read more about your rights (among others your right to withdraw your consent), how we process your data and how to complain about our processing of your personal data.

The Embassy attaches great importance to equal opportunities for all and therefore welcomes applications from all qualified persons regardless of race, sex, sexual orientation, religion, age or disability.

Only successful candidates will be contacted. Please refrain from applying if you do not have the required qualification. Selected candidates will be invited for interviews – expected to take place in July.

The chosen candidate must present a “No Criminal Record” and pass security clearance by the Danish authorities prior to appointment.

## Questions

For any questions regarding the position, please contact HR and Administrative officer at [delambrecruitment@um.dk](mailto:delambrecruitment@um.dk).

## About us

The Danish Embassy is part of the Danish Foreign Service. The Embassy covers India and the concurrently accredited countries of Sri Lanka, Maldives, Nepal and Bhutan. The Embassy is an ambitious, high-paced and dynamic workplace with approximately 70 employees, 18 of whom are posted from the Danish Ministry of Foreign Affairs. The residence has 5 employees. The Embassy has a flat management structure.