

## Assemble and fill celebration cakes in bakery operations

### Overview

This standard covers the skills and knowledge needed to assemble, fill and trim cake bases in readiness for coating celebration cakes typically in craft or artisan bakery operations. Celebration cakes may include cakes designed for birthdays, anniversaries, weddings, Christmas and other special occasions like Mother's Day or Easter.

You need to show and understand how you assemble the correct base cakes for filling and trim the exterior of the cake to size. You will need to demonstrate that you can cut and fill the cake with the correct fillings like jam and cream to the required standards, as set out in a product specification. You need to know how to recognise and prevent contamination during assembly and filling operations. Complying with and understanding health and safety, food safety and organisational requirements are essential features of this standard.

This standard is for you if you work in bakery operations, and is applied in the context of cake decoration operations.

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**Performance criteria**

You must be able to:

**Assemble and trim celebration cakes**

1. identify and check the condition of bases in accordance with specifications
2. assemble and position bases in readiness for decoration in accordance with procedures
3. trim bases using appropriate knives in accordance with specifications
4. dispose of waste trimmings or position these for recycling in accordance with procedures
5. take prompt action to isolate substandard bases in accordance with procedures
6. comply with health, safety, food safety, allergen and organisational requirements throughout assembling and trimming operations

**Fill celebration cakes**

7. identify and select tools for cutting bases and spreading fillings in accordance with specifications
8. cut assembled bases in accordance with procedures
9. identify and adjust the condition of fillings for spreading in accordance with specifications
10. spread fillings in accordance with procedures
11. mount filled bases onto base boards securely and in the correct position, and place these ready for the next stage in cake decoration
12. take prompt action to isolate substandard bases in accordance with procedures
13. comply with health, safety, food safety, allergen and organisational requirements throughout filling operations
14. carry out cleaning activities in accordance with procedures
15. operate within the limits of your own authority and capabilities

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**Knowledge and understanding**

You need to know and understand:

1. the standards of health and safety and food safety you are required to comply with, why it is important that you do so, and what might happen if standards are not met
2. how to source and read work instructions and specifications to check and monitor processing requirements
3. why it is important to follow work instructions and product specifications or recipes throughout processing to ensure successful products
4. how to recognise and report products that do not meet specification, and the procedure for rejecting and isolating failed products
5. how to prevent contamination and cross contamination during processing and what might happen if this is not done
6. what the lines and methods of effective communication during processing are and why it is important to use them correctly
7. what the documentation requirements during processing are and why it is important to meet them
8. the correct method for loading and unloading trays in racks
9. how to maintain and adjust consistency of confectionery fillings for spreading and decorative materials
10. how to assemble bases and fill cakes efficiently without causing damage
11. how to maintain and adjust consistency of filling materials
12. how to recognise a filling material which is not conforming to specification
13. corrective actions for dealing with finishing materials which are out of specification

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