

Sous Chef

Reports to: Executive Chef

Supervises: Line Cooks; Dishwashers (in absence of the Executive Chef)

Classification:

Education and/or Experience

- A degree from post-secondary culinary arts program.
- Three years in a food preparation position encompassing all phases of food preparation and kitchen operation is required.

Job Knowledge, Core Competencies and Expectations

- Must be familiar with and have worked with all kitchen equipment.
- Awareness of occupational hazards and safety precautions; skilled in following safety practices and recognizing hazards.
- Knowledge of food handling and preparation principles and procedures for all foods produced and served in the club.
- Ability to effectively supervise all kitchen food production employees in absence of Executive Chef.
- Knowledge of and ability to perform required role during emergency situations.

Job Summary (Essential Functions)

Serve as “second-in-command” of the kitchen. Assist the Executive Chef in supervising food production for all food outlets, banquet events and other functions at the club. Supervise food production personnel, assist with food production tasks as needed and assure that quality and cost standards are consistently attained.

Job Tasks/Duties

- Prepares or directly supervises kitchen staff responsible for the daily preparation of soups, sauces, and “specials” to ensure that methods of cooking, garnishing, and portion-sizing are as prescribed by club’s standard recipes.
- Assists the Executive Chef with monthly inventories, pricing, cost controls, requisitioning and issuing for food production.
- Conducts daily raw cost tracking counts to ensure that all items are accounted for.
- Codes all invoices to the proper account and sends signed copies to Business Office for payment.
- Assumes complete charge of the kitchen in the absence of the Executive Chef.
- Assists Executive Chef with supervision and training of employees, sanitation and safety, menu planning and related production activities.
- Consistently maintains standards of quality, cost, presentation, and flavor of foods.
- Ensures proper staffing for maximum productivity and high standards of quality; controls food and payroll costs to achieve maximum profitability.
- Makes recommendations for maintenance, repair and upkeep of the kitchen and its equipment.
- Prepares reports, arranges employee schedules and costs menus and performs other administrative duties as assigned by the Executive Chef.
- Personally works in any station as assigned by the Executive Chef.
- Assists Executive Chef with the administration of kitchen personnel benefits (vacation, holidays, etc.).
- Consults with dining service personnel during daily line-ups.
- Assists in maintaining security of kitchen, including equipment and food and supply inventories.
- Assists in food procurement, delivery, storage and issuing of food items.
- Expedites food orders during peak service hours.
- Supervises, trains and evaluates kitchen personnel.
- Coordinates buffet presentations.
- Checks *mise en place* before service time and inspects presentation of food items to ensure that quality standards are met.
- Reports all member and guest complaints to the chef and assists in resolving complaints.
- Monitors kitchen employees’ timecards to ensure compliance with posted schedules.
- Submits ideas for future goals, operational improvements and personnel management to Executive Chef.
- Understands and consistently follows proper sanitation practices including those for personal hygiene.
- Performs other appropriate tasks assigned by the Executive Chef.

Licenses and Special Requirements

- Food safety certification.
- Certification from American Culinary Federation or other hospitality association.

Physical Demands and Work Environment

- Required to stand for long periods and walk, climb stairs, balance, stoop, kneel, crouch, bend, stretch and twist or reach.
- Push, pull or lift up to 50 pounds.
- Continuous repetitive motions.
- Work in hot, humid and noisy environment.

Job Type: Full-time

Compensation: \$50,000.00 per year

Benefits:

- Dental insurance
- Health insurance
- Paid time off
- Vision insurance

Experience level: 5 years

Shift:

- 10 hour shift
- 12 hour shift
- 8 hour shift
- Day shift
- Evening shift
- Morning shift
- Night shift

Supplemental pay types:

- Yearly bonus opportunity

Work setting:

- Casual dining restaurant
- Upscale casual restaurant

Work Location: In person

To apply:

Please submit your resume to Ted Kohler, General Manager, via email – tkohler@litchfield.club