

Sous Chef- Job Opening Summit Hills Country Club

Job Summary

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.

Key Objectives:

To assist in managing the kitchen and assume full responsibility in the absence of the Executive Head chef.

Job Tasks 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 sizes are as prescribed by standardized recipes

1. Assists the Executive Chef with monthly inventories, pricing, cost controls, requisitioning and issuing for food production
2. Assumes complete charge of the kitchen in the absence of the Executive Chef
3. Assists Executive Chef with supervision and training of employees, sanitation and safety, menu planning and related production activities
4. Consistently maintains standards of quality, cost, eye appeal and flavor of foods
5. Ensures proper staffing for maximum productivity and high standards of quality; controls food and payroll costs to achieve maximum profitability
6. Makes recommendations for maintenance, repair and upkeep of the kitchen and its equipment
7. Prepares reports and schedules, costs menus, and performs other administrative duties as assigned by the Executive Chef
8. Personally works in any station as assigned by the Executive Chef
9. Assists in the development of training and the provision of professional development opportunities for all kitchen staff.
10. Consults with dining service personnel during daily line-ups- **This is a must!**
11. Assists in maintaining security of kitchen including equipment. food and supply inventories
12. Assists in food procurement, delivery, storage and issuing of food items
13. Expedites food orders during peak service hours
14. Supervises, trains and evaluates kitchen personnel
15. Coordinates buffet presentations
16. Checks mise en place before service time and inspects presentation of food items to insure that quality standards are met
17. Reports all member/guest complaints to the Chef and assists in resolving complaints
18. Monitors kitchen employees' time cards to ensure compliance with posted schedules

19. Submits ideas for future goals, operational improvements, and personnel management to Executive Chef

Responsibilities:

- To lead by example and implement all procedures to the required standards to which training has been received.
- To manage all team members to ensure productivity and complete organization within the kitchen.
- To motivate and promote positive behavior within the team.
- To communicate effectively within the kitchen and other departments.
- **To create new dishes and evolve the menu development.**
- To control all kitchen costs and achieve the set budgets.
- To work calm under pressure showing alertness, vigilance whilst taking the initiative.
- To work towards the kitchen and business objectives.
- To encourage and develop individual skills whilst contributing to any training needs in the kitchen.
- To create and implement new systems within the kitchen to increase efficiency and productivity.
- To be proactive in self-development and development of all members of the kitchen staff.
- To promote the image of Summit Hills Country Club as a professional organization.
- Comply with all Company Policies and legal requirements with special reference to Health and Safety.
- Give instruction and criticism when necessary; see that food is cooked as ordered
- **Meet with the Service staff and review luncheon and dinner menus on a daily basis**
- Know all applicable state, county, and local ordinances regarding health, sanitation and licensing.

Reports to

Executive Chef

Supervises

Salad Prep Cook, Fry Cook; Line Prep Cook; Broiler Cook; Assistant Cook; Sauté Cook; Salad Preparation Assistant, Snack Bar Cook and Dishwashers.

TO APPLY:

Send resume with detailed experience listed to Gary Behan, Club Manager at gbehan@shclub.com and Chef Charles Myers at myersjrc3@gmail.com