Chef/Manager

If you’re a dedicated, hard-working person with at least 5-7 years in the culinary industry, who is eager to work in a high-volume academic environment, then you would make a great addition to our team to excel in our Chef/Manager role.

Our Chef/Manager ensures continued operation of the kitchen, back of house, and all matters associated with food production, preparation, cleanliness, storage, and stocking of products.

The chef/manager is responsible for all kitchen functions, including but not limited to food/product ordering, receiving, inventory, food preparation, storage, safety, sanitation and cleanliness.

Duties and Responsibilities:

- Plans a menu each week that includes nutritious food and accommodates a variety of dietary restrictions
- Maintains standards of quality of all food prepared and served
- Ensures kitchen stations are ready to serve prior to service
- Frequently interacts with students and faculty and follow up on any questions or concerns
- Ensures great and nutritious food is served to all students, faculty and guests
- Orders and receives all food products from selected vendors, checks in by item on invoice and returns wrong items
- Responsible for inventory management and cost control
- Trains and develops staff through ongoing feedback, establishment of performance expectations and by conducting performance reviews on a regular basis.
- Identifies operational opportunities to build sales and control costs; develop and implement plans to address opportunities (i.e., education, marketing).
- Manages operations during scheduled shifts that include daily decision-making, staff support, scheduling, planning while upholding standards, product quality and cleanliness.
- Directly supervise team members
- Ensures cleanliness and high sanitation standards are maintained at all times
- Ensure that all equipment is clean and kept in excellent working condition
- Complies with all sanitation standards and inspections (temperature logs, sanitation etc.)

Requirements: Must be 21+ years of age. Must be available to work permanently. A four-year degree is preferred but not required. Must have a minimum of 5-7 years experience working in the Culinary Industry and be capable of performing all functions and meeting qualification standards for all hourly positions. Key skills include sound decision-making and time-management skills, excellent communication skills both written and verbal, a basic ability to use computer hardware and software, a strong ability to foster teamwork to train, coach and motivate employees and uphold the mission and vision of the institution. This position also requires you to stand and exert well-paced mobility for periods of up to 12 hours in length and be able to lift 25-
50 pounds. The successful candidate will work to achieve high levels of personal and organization performance, attend to detail, and constantly assess and adapt current practices to improve efficiency. ServSafe certification is required.

For more information, or to apply, please contact alsbcs5@gmail.com.