



Executive Sous Chef at a SOCAL Platinum Club Job Description

Position Description

<u>Job Title:</u>	Executive Sous Chef
<u>Reports to:</u>	Executive Chef
<u>Department:</u>	Food & Beverage
<u>Position Purpose:</u>	To provide and maintain the highest quality of food and presentation to our members. Act as second in command in the kitchen in supervising food production for all food outlets, banquet events and other functions at the club.

Duties and Responsibilities:

- Trains, develops, and motivates supervisors and culinary staff to meet and exceed established food preparation standards on a consistent basis.
- Teaches preparation according to well defined recipes and follows up and discusses ways of constantly improving the cuisine at the property.
- Displays exceptional leadership by providing a positive work environment, counseling employees as appropriate and demonstrating a dedicated and professional approach to management.
- Delegates as appropriate to develop supervisors and subordinates to accept responsibility and meet clearly defined goals and objectives.
- Ensures in all equipment in the kitchens is properly maintained and in working order in accordance with the County Health Department standards.
- Follows and enforces all applicable safety procedures specified for kitchen and food services areas.
- Understands and consistently follows proper sanitation practices including those for personal and staff hygiene.
- Consults with dining service personnel and management during daily line-ups and training.
- Assumes complete charge of the kitchen in the absence of the executive chef.
- Personally handles member issues and advises Food and Beverage leadership regarding appropriate corrective action.
- Plans and assists in regularly scheduled department meetings.
- Assures that all standard operating procedures for inventory control and requisitioning food are in place and consistently utilized.
- Directly supports Purchasing in procurement, product rotation and building relationships with vendors.
- Monitors kitchen employees' timecards to ensure compliance with posted schedule and appropriate staffing levels.
- Works cohesively to maintain the financial obligations of the department in conjunction with the Executive Chef, Food and Beverage Director and Purchasing

Knowledge, Skills and Abilities:

- Ability to coordinate a team of diverse personalities and skill-sets using excellent communication and organizational skills.
- Well-versed in various cuisines and cooking techniques.
- Proven leadership skills with the ability to self-start.
- Understanding of food cost analysis, menu development and inventory control systems.
- Ability to interact with members and discuss food, ingredients and presentation.
- Knowledge of and ability to maintain state and federal health code standards.
- Ability to communicate verbally and in writing English and some verbal Spanish is a plus.

Education:

- Culinary school preferred or Associates Degree

Experience, certifications, licenses, etc.:

- Minimum of 3-5 years restaurant/Hotel background as an Executive Sous Chef required; Country Club or Dinner Club experience preferred.

Physical/Environmental Demands:

- Ability to work in a standing position for long periods of time; ability to reach, bend, stoop and frequently lift up to (but not exceeding) 2lbs.; dexterity in the hands and fingers needed to effectively manipulate the tools and utensils used in food preparation; visual abilities to ensure quality food preparation and personal safety with various types of equipment; must have the sense of smell and taste needed to ensure quality food preparation.

Work Environment:

- Primarily sheltered clubhouse environment, but also able to work in an unsheltered outdoor environment as needed.

Position Information

- Work schedule
 - Typically, Wednesday-Sunday 10 am -8/9 pm depending on business
- Compensation is very competitive and commensurate with experience
- 401k after a year
- Very competitive health care, dental and vision
- Life insurance
- Golf privileges
- 2 weeks' vacation, 3 weeks after 4 years
- Holiday Bonus fund

Please submit your resume to brian@globalhospitality.com