

JOB DESCRIPTION

Title: Sous Chef

Hours: As per contract of employment, including evenings and weekends

The success of the Restaurant depends on you and everyone's role is vital in achieving this.

DUTIES AND RESPONSIBILITIES

1. To deputise for the Proprietor in his absence and to control all kitchen procedures.
2. To supply the highest level of customer care and service whether in the public eye or in the back areas.
3. To prepare and supervise the production of food ensuring at all times that the highest possible quality is always maintained and that agreed standards for food preparation and presentation are met at all times.
4. To maintain the standards set by the Proprietor for food preparation and presentation at all times.
5. To ensure that temperature checks are carried out a minimum of 2 times per day and recorded.
6. To ensure that Gross Profit % is maximised at all times without any reduction in standards.
7. To ensure that you and all staff adhere to company procedures in regards to temperature checks, food labelling and dating, cleaning schedules and hygiene regulations at all times ensuring that records of such are always and kept up to date.
8. To assist in the storage and stock control of all food commodities ensuring that hygiene regulations and company procedures are correctly maintained.
9. To be flexible in your work and assist colleagues when required.
10. To be punctual for work.
11. To ensure you maintain your work area to a clean, hygienic and tidy state at all times.
12. To wear the full and correct uniform at all times whether on the public eye or back areas.
13. To assist with the ordering of stock and to ensure those daily deliveries are checked and those records are kept in line with company policy.
14. To assist in the training and development of all kitchen staff.
15. To assist in menu planning, costing and implementation.
16. To supervise staff ensuring that maximum productivity is achieved and be proactive in recognising staff issues.
17. To be familiar with the opening and closing procedures of the kitchen and carry them out as rotated.
18. To observe the kitchen and equipment ensuring that it is free from hazards and safe at all times and make safe if any defects occur, before reporting any problems to the Proprietor.
19. To understand how the Restaurant's Health and Safety Policy affects you and the department you work in and to carry out your responsibilities for health and safety effectively.

