



## **SOUS CHEF**

### **SUMMARY:**

Oversees and coordinates daily activities and operations of cooks and other employees engaged in preparing and cooking food products; maintains the quality, presentation, professional attitude, and sanitation of the kitchen.

### **DUTIES AND RESPONSIBILITIES:**

The following reflects management's definition of essential functions for this job but does not restrict the tasks that may be assigned. Management may assign or reassign duties and responsibilities to this job at any time due to reasonable accommodation or other reasons.

- Trains and develops kitchen staff; trains cooks/kitchen staff in the importance of consistency in preparation and presentation.
- Ensures that level of quality, portion control, and plate presentation is adhered to consistently.
- Monitors and maintains line plating and quality.
- Prepares a variety of cuisine utilizing skill and creativity.
- Coordinates with wait staff to ensure guest expectations are met or exceeded.
- Maintains a clean, organized, and safe kitchen; ensures all sanitation procedures are being followed.
- Monitors and maintains proper inventory levels.
- Assists executive sous chef as needed.
- Skillfully utilizes hand tools or machines required, reads recipes, measures, cuts, and otherwise works on materials with great precision.
- Establishes procedures, prepares and coordinates schedules, and expedites workflow.
- Possesses and maintains through understanding of industry and stays abreast of industry trends; communicates/incorporates information to assure kitchen remains current.
- Other duties and jobs may be assigned as needed by manager.
- Support safe work habits and a safe working environment at all times.

### **SUPERVISORY RESPONSIBILITIES:**

- Hires, trains, supervises, motivates, and develops kitchen staff; manages schedules and workflow.
- Provides day-to-day guidance and oversight of subordinates; actively works to promote and recognize performance.

- Keeps up to date on overall activities of the team, identifying problem areas and taking corrective actions.
- Provides timely performance evaluations and makes recommendations for pay increases.

### **QUALIFICATIONS:**

- Graduate of a culinary school preferred.
- Five to six years related experience or equivalent.
- Current knowledge of regional and national trends in food and beverage.
- Thorough knowledge of all food preparation techniques and styles.
- Demonstrated proficiency in supervising and motivating subordinates
- Basic competence in subordinates' duties and tasks
- Good judgement with the ability to make timely and sound decisions
- Commitment to excellence and high standards
- Passion, enthusiasm, focus, creativity, and a positive outlook.
- Versatility, flexibility, and a willingness to work within constantly changing priorities with enthusiasm
- Acute attention to detail
- Strong organizational, problem-solving, and analytical skills
- Ability to effectively communicate with people at all levels and from various backgrounds.
- Bilingual skills a plus.
- Must be able to work independently.
- Must provide valid documents(s) to work in the US.
- Must meet legal age requirements for the position.

### **EDUCATION:**

- High school diploma or equal to a GED.

### **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met successfully to perform the essential functions of this job. Reasonable accommodations made to enable individuals with disabilities to perform the essential functions.

- Must be able to lift 50 lbs.
- Must be able to stand and walk for long periods of time.

### **LANGUAGE SKILLS:**

- Must speak and communicate in English.
- Must be able to clearly communicate with guests, management and coworkers.

### **CERTIFICATES & LICENSES:**

- Valid California Driver License is required.
- Food Handler Certificate is required.

### **WORK ENVIRONMENT:**

The work environment at Bernardus Lodge ranges from winter time lows of 20 degrees to

summer time highs to 100+ degrees. While performing these duties the employee may be exposed to outdoor and inclement weather conditions.

**GROOMING & UNIFORM:**

Employee must wear uniform at all times during scheduled hours. Uniforms are the property of Bernardus Lodge & Spa. Uniforms that have been tampered or destroyed will be the responsibility of the employee and disciplinary action will apply.

- Hair must be clean and kept at a reasonable length.
- All Food Servers, Culinary and Spa personnel must wear their hair tied back.
- No extreme dying or bleaching of hair is permitted.
- Fingernails must be clean and well-trimmed at all times.
- Antiperspirant or deodorant must be worn.
- Any self-inflicted marking (tattoo) on the body cannot be observed by the public.
- Cologne or perfume may be worn at a minimum.
- Nametags must always be worn, unless your department has a specific policy to the contrary.