



Sous Chef

Job Description

Key Accountabilities.

The Sous-Chef is responsible, in partnership with the Chef, for the smooth and professional running of the Obladee food program. Through effective execution, management and communication, they ensure that all food served to customers meets established quality specifications and service standards.

Reports To.

The Sous-Chef reports directly to the Chef. In the Chef's absence, the Sous-Chef must follow effective communication processes to ensure that there is no disruption in the smooth and professional running of the operation and no deterioration in quality or service times.

Areas of Responsibility.

In partnership with the Chef, the Sous-Chef is responsible for:

Recipe & Menu development and Execution.

- participate in the development of the food menu, working collaboratively with the Chef
- help establish recipes for menu items
- continuously taste and monitor dishes to ensure that all food items are prepared and served according to the recipe specifications and quality standards
- establish good working relationships with local suppliers and producers
- effective, regular use of local farmers markets and local suppliers
- manage and observing food costs of 30% or better

Management of the Operation.

- maintenance of food / supplies ordering processes and procedures (with assistance from Chef)
- regular inventory taking
- minimizing and tracking food waste
- ensuring proper organization and quality control of all food in storage
- maintain at all times proper food handling and cleaning procedures of the kitchen and storage areas
- regular inspection of fridges and kitchen equipment to ensure cleanliness and proper working order
- observing the recycling, compost and garbage program according to established procedures.
- as time allows, supporting front of house staff to facilitate the smooth flow of service, such as: washing/polishing glassware, taking customer payments, bussing a table.

Leadership and Continuous Improvement.

- foster a professional and respectful working environment through a positive attitude, teamwork, communication and accountability
- proactively and continuously initiate suggestions for improvements in products, suppliers, menus, cost savings and equipment
- actively seek feedback on food quality from service staff and ensure that any food complaints by customers are fully investigated and corrected.
- bringing any customer complaints to the attention of the owners and chef

Communication and Self-Management.

- is comfortable working independently with an acute ability to self-manage
- demonstrates commitment to consistent, effective communication with chef, both orally and written
- understands that work-related communication may need to take place outside of work hours, and that prompt professional replies are required to allow operations to flow smoothly