

Full description

Job Title: Head Chef

Department: Culinary

Reports to: Owner / General Manager

Employment Status: Seasonal, Full-Time (June - September)

FLSA Status: Exempt

Prepared: December 2022

Summary

Responsible for the daily operation and overall culinary vision of the resort's food service, including events and wedding operations. This position will ensure a balance of food quality and presentation, while maintaining cost effectiveness. In addition to managing and supervising the kitchen operations, the executive chef will also be responsible for preparing and cooking on a daily basis. The head chef will be able and effectively supervise all kitchen employees. Must be familiar with and have worked with all kitchen equipment. Has solid knowledge of food handling and preparation principles and procedures for all food produced and served at Quimby Country.

Diversity helps us build a team that represents a variety of backgrounds, skills, and perspectives. We are an Equal Opportunity Employer

Responsibilities And Duties

- Assists owner / general manager with preparation of the annual culinary menu and budget
- Delivers outstanding service while operating within predetermined food and supply budgetary guideline - directly responsible for the food cost and the labor expenses of the kitchen staff
- Provides overall hands-on leadership in the creative development of menu options considering seasonality, locally - sourced ingredients, guest tastes and expectations

- Maintains the overall cleanliness of the kitchens and ensures full compliance with all food related governmental agency standards and procedures including, but not limited to the Department of Health, Fire, etc.
- Assists the owner / general manager in reviewing and updating annual training plans and Standard Operating Procedures (SOPs) for all jobs related to the kitchen
- Is able to create and supervise a daily / weekly food prep list for the kitchen staff team
- Covers, dates and neatly stores all leftovers products that are re-usable
- Is a key member in supporting and empowering kitchen staff
- Actively participates and contributes as a leader in the Quimby Country management team
- Is able to effectively and proficiently cook for 50-60 people. At Quimby Country meals are cook both family style and to order
- Assumes complete charge of the kitchen operations
- Oversees the staff meals and creation of varied, creative and healthy meal options

Essential Qualifications And Competencies

- At least 3 years of experience as a high level chef in a formal dining room setting - a culinary degree preferred but not required
- Demonstrates ability to develop new menu concepts with cost of goods and a mind toward competitive pricing
- Calm and measured disposition- ability to motivate many kinds of employees to help create a climate in which people want to do their best
- Experience in hiring and training of food operations staff
- Strong collaboration and teamwork with entire kitchen staff
- Capacity to identify and analyze problems before and when they arise.
- Generates and evaluates alternative solutions and makes effective and timely decisions
- Personal motivation to develop exceptional guest service with a high attention to detail
- Proficiency and accuracy in ordering food / supplies and navigating food purveyor databases
- Ability to work under pressure to meet deadlines
- Able to coordinate multiple tasks simultaneously and effectively
- Available to work a flexible schedule that will include days, nights, weekends and holidays

- Closes and opens the kitchen properly using the kitchen closing / opening checklist
- Ensures that assigned work areas and equipment are clean and sanitary
- Have the stamina to work up to 10+ hours: sitting, standing and walking
- Ability to bend, stoop, lift up to 25lbs, reach overhead and perform repetitive motion
- Communicates effectively and in a timely manner to the rest of the kitchen staff about weekly guest occupancy numbers and in-house guest allergies and dietary needs
- May involve walking between buildings and climbing stairs between floors
- Able to work 45-50 hours a week
- Must be willing and able to pass a background check

Compensation

Salary Position: salary dependent on experience and length of employment

Is eligible to receive weekly gratuity

Works minimum of 5-6 days a week