



JOB DESCRIPTION

SENIOR / ASSISTANT / JUNIOR / SOUS CHEF

Job Functions & Summary:

Responsible for managing the day-to-day culinary operations in the assigned F&B outlet.

Your key responsibilities will include but not limited to:

- Guides all sections of the kitchen's operations and implements continuous improvement across all workstations.
- Performs audits on adherence of customer service standards and leads the compliance of service, food hygiene, health and safety standards.
- Responsible for all food production in the assigned outlet.
- Assist and work with the Executive Chef to develop menus, special promotions, food purchase specifications and recipes.
- Supervise culinary staff and implement training to increase staff knowledge on proper safety, sanitisation and accident prevention principles.
- Develop and monitor food and labour budget for the outlet.
- Schedule and coordinate the work of kitchen employees to assure that food preparation is precise, economical and within budgeted labour costs.
- Approve the requisition of products and other necessary food supplies.
- Ensure high standards of sanitisation, cleanliness and safety are always maintained throughout all kitchen areas.
- Implement controls to minimise food waste.
- Consult the Executive Chef on food production aspects for special events.
- Cook or directly supervise the cooking of dishes that require skillful preparation.
- Ensure proper staffing for maximum productivity and high standards of quality.
- Ensure proper control over food and payroll costs to achieve maximum profitability.
- Evaluate products to ensure that quality, price and related goods are consistently attained.
- Periodically visit dining area when it is open to welcome members.
- Any other ad-hoc duties as assigned.

Requirements:

- Possess valid food hygiene certificate
- Minimum 6 years of relevant working experience in Culinary in Clubs or Hotels.
- Knowledge in various cooking methods, ingredients, equipment and procedures.
- Accuracy and speed in handling emergency situations and providing solutions.
- Excellent organisational and management skills.
- Strong interpersonal and communication skills, both oral and written, and positive attitude towards fostering teamwork among associates.
- Ability to lead and motivate a large team of staff, adapt, embrace strong cultural diversity, and work in multi-ethnic teams

