



OWL'S NEST

LCJ MANAGEMENT, LLC d/b/a OWL'S NEST RESORT JOB DESCRIPTION

TITLE: Chef

REPORTS TO: Sous Chef and Executive Chef

DEPARTMENT: Food & Beverage

FLSA STATUS: Non-Exempt (Hourly)

JOB SUMMARY

As Chef, you are responsible for using your culinary expertise to create appetizing dishes from our *a la carte* or full-service kitchens for resort guests to enjoy. Your duties include overseeing kitchen staff, tasting dishes before going to customers and restocking food produce as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Act as lead in daily culinary operations of the *a la carte* and full-service kitchens.
- Assigns (in detail) preparation and specific duties lists to auxiliary kitchen staff for efficient production and execution of menu items.
- Assist in monitoring the receipt, storage and rotation of food product (as to comply with health department regulations), including coverage, labeling, dating and placing items in proper containers for kitchen service.
- Supervise, aid, and inspect daily cleaning procedures of kitchen, walk-in and freezers.
- Aid in the training and supervising the kitchen staff.
- Evaluate perform and give guidance and discipline as necessary.
- Maintain effective communications with Sous Chef and Executive Chef concerning food production.
- Monitor the receipt, storage and rotation of food product (as to comply with health department regulations), including coverage, labeling, dating and placing items in proper containers for kitchen service.
- Facilitate the professionalism of our BOH team by adhering to proper language, uniforms, hygiene, and employee relations.
- Continue self-education of hospitality industry using available tools such as internet, industry magazines, books, and organization.
- Work in conjunction with banquet kitchen staff.

KNOWLEDGE, SKILLS, AND ABILITIES

- High school diploma, GED or equivalent/ Culinary certification or degree preferred.
- Minimum two years supervisory experience as Chef.
- Must be able to speak, read, write and understand the primary language(s) used in the workplace. Understand and execute good communication skills, both written and verbal.
- Thorough working knowledge of hot and cold food preparation and presentation.

- Basic mathematical skills to understand recipes, measurements, order and requisition amounts and portion sizes.
- Possess basic computer skills and computation abilities knowledge of accounting programs and budgetary analysis capabilities a plus.
- Knowledge about food safety and handling in accordance with federal and state regulations, codes, and laws.

LICENSURE / CERTIFICATION REQUIREMENTS

- *ServeSafe* Certification (or within 30 days of hire).
- Participation in ongoing training and education.

PHYSICAL REQUIREMENTS / WORKING CONDITIONS

- Flexible schedule including days, evenings, nights (at times past midnight), weekends and some holidays.
- Ability to visualize, smell and taste food for quality assurance.
- Ability to work and handle stress arising from demands in production.
- Demonstrate ability to stand and exert well-paced mobility for up to eight (8) hours in length in limited space.
- Ability to physically handle knives, pots, other large items as well as grasp, lift and carry same from shelves and otherwise transport up to 50 lbs. to every area of the kitchen.
- Perform cutting skills on work surfaces topped with cutting boards (3-4 feet in height).
- Proper usage and handling of all kitchen machinery.
- Must be able to lift to 50 lbs. on a regular and continuous basis. Push and pull carts up to 250 lbs. To bend, stoop, squat and stretch to fulfill duties and tasks.
- Tolerate, at times, extreme temperatures like freezers (-10F) and kitchens (+100F) possibly for one or more hours.
- Talk and hear effectively during times of added noise and stress.

I understand that the job description is not a comprehensive list of my job duties and it is up to me, along with the Executive Chef's guidance, to determine the best and most efficient way to accomplish my job duties and responsibilities. I also understand that should my job duties change significantly, which may occur based on the business needs of Owl's Nest Resort; it is my responsibility to notify the Executive Chef so that my job description is updated accordingly. I acknowledge that the job description will be used as the basis for my performance review.

Signature

Printed Name

Date