

IN-HOUSE POSTING



POSITION: Chef/Kitchen Supervisor
Full Time
\$15.00

POSTED: 07/19/2010
Open until filled

Position Summary:

Responsible for oversight of the food preparation and storage in the kitchen area. Ensure a positive company image by providing courteous, friendly, and efficient service to customers. Work well with team members and effectively train and direct all kitchen team members.

Essential Duties and Responsibilities: include the following. Other duties may be assigned.

- Maintain consistency in food quality standards; provide or follow complete recipes for all products produced in the kitchen; develop and test new recipes.
- Ensure compliance with, and maintain, high standards of health and cleanliness in kitchen areas.
- Assign tasks to kitchen co-workers and follow through to ensure completion.
- Proper use of product build sheet.
- Monitor food losses in the kitchen; maintain spoilage sheets.
- Communicate all stocking needs for kitchen operation with special attention to freshness dates.
- Rotate product; label and date all food products in kitchen.
- Capable of receiving, able to recognize inferior product and send it back, organize and store deliveries; maintain all storage areas.
- Use preventive maintenance on all kitchen equipment; and train on hazards.
- Effectively train kitchen team members.
- Provide excellent customer service; resolve customer complaints.
- Effectively counsel team members when necessary.
- Follow established weights and measures procedures.
- Maintain effective communication with entire team and casino leadership.
- Temporary or permanent duties and responsibilities may be added to, or modified as deemed necessary.

Minimum Qualifications:

- Minimum of 3-5 years experience as Chef.
- Demonstrated decision-making ability and effective leadership skills.
- Excellent interpersonal skills.
- Ability to test, cost out, and yield all recipes accurately to meet positive margin performance.
- Ability to resolve conflicts with patience, understanding and fairness.
- Basic computer skills
- Possess excellent basic math skills and have the ability to operate a cash register or POS system.
- Must submit to and pass a pre-employment drug and alcohol screen.
- Qualified American Indian Preference applies.

Supervisory Responsibilities:

Directly supervises employees in the kitchen area. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsible for the operation of the food preparation area.

Language Skills:

Ability to read, analyzes, and interprets general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills:

Ability to calculate figures and amounts such as discount interest commissions proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Certificates, Licenses, Registrations:

Must be able to pass extensive background investigation for the issuance, and retention, of gaming license.

Physical Demands:

While performing the duties of this job, the employee is frequently required to stand walk and use hands to finger, handle, or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk and hear. The employee must occasionally lift and/or move up to 60 pounds. Be able to work in a standing position for long periods of time (up to 5 hours).

Vision Requirements:

- Close vision (clear vision at 20 inches or less).
- Color vision (ability to identify and distinguish colors).
- Depth perception (three-dimensional vision, ability to judge distances and spatial relationships).
- Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

Work Environment:

Must be able to use cleaning solutions. Moderate noise (examples: business office with computers and printer, light traffic).

CONTACT HUMAN RESOURCES FOR FURTHER DETAILED JOB DESCRIPTION INFORMATION AND TO SUBMIT AN APPLICATION.