The Centre
Skills Development & Training
thecentre.on.ca

Position: Jr. Sous Chef

Company: Halton Region

Location: GTA

Posting Date: June 27, 2017

Position Type:

Closing Date: July 12th, 2017

To Apply: longp@thecentre.on.ca

Post ID: PL201729

Posting Details:

Key Responsibilities:
1. Supervise and maintain quality standards of all food preparation by cooks and all other kitchen employees under his / her supervision and provides guidance to kitchen staff in the cleanliness and efficiency of the kitchen operations.
2. Ensures that the highest standard of food is produced based on standard recipes and their presentation at all times
3. Ensures food is prepared to pre-determined specifications and works closely with staff to ensure portion controls maintained on a regular basis. Reports deviations to Sous Chef/Chef, as required.
4. Assists in the progress of all food preparation prior to the service period to assure punctual delivery of properly prepared food.
5. Assists in training all kitchen staff with proper instruction on preparation of food, operation of kitchen equipment as set by departmental standards, health and safety regulations and WHMIS.
6. Ensures that safe food handling practices as per the WEG Food Safety Program is adhered to regularly. Addresses issues and reports to Sous Chef/Chef, as required.
7. Ensures that kitchen employees wear acceptable and clean uniforms and are well groomed at all times
8. Organize and control receipt, storage and issuing of foods from kitchens using the FIFO system.
9. Assist with scheduling and assigning work to kitchen employees under his / her supervision and adheres to budgetary guidelines.
10. Assist in conducting physical kitchen inventories and works with Sous Chef/Chef in addressing inventory variances.
11. Reports all unusual occurrences that may be detrimental to the operation of the kitchen to the Sous Chef or above.
12. Report and follow up with any faulty equipment in need of repair
13. Generates purchase requisitions in a timely manner using AS/400
14. Assist in maintaining daily payroll and daily staff attendance records through Kronos time and attendance system
15. Participates in the planning of new menus, production of recipes and assists in implementation in a timely manner.
16. Participates in addressing employee performance issues through departmental approved performance management program.
17. Demonstrates and lives the organization's core values of Integrity, Respect, Excellence and Accountability

Knowledge
• General to advanced knowledge of food preparation techniques
• Basic understanding and working knowledge of PC applications
• General to advanced understanding of safe food handling practices
• General understanding of food cost and labour management principles
• Sound knowledge of Health and Safety principles

Skills
• General communication, interpersonal and organizational skills required to interact with kitchen staff, peers other departmental personnel and customers
• General organizational and time management skills
• Ability to work in a fast paced and dynamic environment
• General multi-tasking abilities

Education and Experience
• Minimum grade 12 education
• Completed apprenticeship program or food technology diploma & Red Seal Certified
• 3-4 years' experience in full service hotel or restaurant
• 1-2 years' experience at Junior Sous Chef or Station Chef level in comparable environment

Working Conditions
• Kitchen environment where there may be some physical discomfort due to temperature, noise and operational demands
• Standing and walking required 75% of the time
• Hours of work may include days, evenings, weekends and holidays
• Will work out of multiple locations.

The Centre for Skills Development & Training works on behalf of employers and job seekers to match candidates to local opportunities.