

PETROLEUM CLUB OF HOUSTON

JOB DESCRIPTION

Must have at least 1yr Experience

JOB TITLE: DAY SOUS CHEF

REPORTS TO: EXECUTIVE CHEF, EXECUTIVE SOUS CHEF

FUNCTION: SUPERVISES THE KITCHEN IN THE ABSENCE OF THE CHEF

RESPONSIBILITIES:

1. Checks all stations to see that they are properly staffed
2. Checks supplies for the proper preparation of days functions and members dining
3. Supervises and works with the preparation
4. Maintains sanitary conditions in kitchen
5. Makes daily food prep lists for staff to execute for the Executive Chef, weekly events and ala cart
6. Handles all minor complaints, requests and makes sure to report it to Executive sous chef or Executive chef and filed properly
7. Helps train day cooks and apprentices
8. Expedite food for dining room service
9. Responsible for all morning banquets
10. Check in food stuffs as called for
11. Helps Controls labor cost
12. Makes soups
13. Places emergency food orders in absence of Executive Sous Chef
14. Responsible for accident reports on his shift
15. Supervises production for buffet
16. Must help with weekly menu planning and specials

Contact:

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Executive Chef

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