



EAGLE'S BLUFF COUNTRY CLUB SOUS CHEF

Summary

The Club Sous Chef has responsibility to produce for the Members and their guests the best quality food in a professional manner and atmosphere. As well, adhering to and consulting with the Executive Chef and other Club management on the clubs operational and financial goals.

Requirements

*** Minimum of 3-years experience as a Sous Chef/Lead Line Cook**

Essential Functions and Accountabilities

- 1) Because of the fluctuating demands it may be necessary that each Employee perform a multitude of different functions; therefore as an essential part of your job, you will be expected to help others when the need arises, just as other Employees are expected to help you. Accordingly you may be expected to perform other tasks as needed or as directed.
- 2) Adhere to all of the various written and mandatory standards of operations, policies and procedures, manuals, memos, oral instructions, etc., all of which go to make up the essential functions of the job.
- 3) Plan meals, specials, banquet functions, and special events (buffet menus), assist in planning all other menus as directed. Organize staff menu.
- 4) Oversee and manage kitchen staff; regarding work quality, discipline and organization. Test and present all specials to the service staff.
- 5) Paperwork to include work lists, inventory control, labor control ordering and receiving.
- 6) Assume control, stacking and sanitation of perishables, dry goods, chemicals, and fresh food stuffs.
- 7) Butchering, pastry, desserts and banquet production.
- 8) Planning and organizing banquet production.
- 9) Attend all meetings set by Chef.
- 10) Coordinate work of Line Cooks with pantry and utility personnel.
- 11) Oversee food preparation and presentation. Conduct pre-service line up.
- 12) Requisition supplies from vendors. Approve all requisitioned supplies upon arrival.
- 13) Organize banquet mise en place. Taste and check mise en place from a pre-existing punch list.
- 14) Help oversee total labor control.

Other Duties

- 1) Conduct pre-service line up.
- 2) Assist in all areas of butcher operation when necessary to assure operation runs smoothly.
- 3) Take responsibility of butcher in Chef's absence.

Reporting Relationships

- 1) Reports directly to: Chef
- 2) Also works for: Club General Manager
- 3) Other jobs reporting to this supervisor: NA
- 4) Directly Supervises: All kitchen personnel
- 5) Indirectly Supervises: All concession personnel

Dimensions

- Work Experience 8+ years preferable
- Education Culinary training or equivalent preferred
- Certification / License Food Service Manager within 30 days of employment
- Budget Control/Responsibility Kitchen payroll, cost of goods, food & misc.
- Security/Confidentiality Food products and equipment. Kitchen payroll and Club operating statements
- Training Formal apprenticeship training is preferable
- Performance Standards Must comply with Club standards of professional conduct with all personnel, as well as quality of food preparation
- Working Conditions / Environment Varying temperatures, extreme heat from kitchen appliances, cold freezers, and walk-in coolers, occasional outdoors, hazardous chemicals

Compensation: Commensurate with Experience

Benefits: Club pays 75% of employee medical premium, paid vacation, employee meals

**Please email all cover letter and resumes to Executive Chef Clay Chilton, clay@eaglesbluffcc.com
No hard copy resumes or phone inquiries will be accepted.**

Resumes must be submitted no later than Friday, April 27, 2018.