



# Job Description: **Chef de Cuisine**

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**Position:** Chef de Cuisine

**Reports To:** Executive Chef, GM

**Classification:** Salary, Exempt

**Pay Range:** \$65-69K, plus a quarterly opportunity for profit performance bonus

**Benefits:** Paid Time Off (Starts accruing vacation at 90 days of employment, earning 2 weeks paid vacation in your first year of employment. Ability to earn up to 4 weeks of paid vacation per year, with tenure), Eligibility for Medical Coverage, Eligibility to participate in profit performance bonus program, Employee Discounts/Referral Bonuses.

## Our Mission

To delight every guest with remarkable dining and hospitality experiences that keep them returning

## Our Core Values

Authenticity - Enthusiasm - Respect

## About the Company:

Since 1985, Robin's on the Central Coast has upheld a stellar reputation for delighting guests with fresh, sustainable cuisine and extending warm, friendly hospitality. We are in search of a collaborative individual who is eager to learn, displays initiative, and thrives under pressure.

Robin's is a cherished favorite among both locals and visitors, celebrated for its inviting ambiance, friendly service, and a diverse global menu. Despite our variety of core dishes on the menu, there is ample opportunity for creative innovation as we introduce three to four seasonal menu changes annually and offer a daily special during every meal service.

We are a company who walks the talk in terms of not only making it our mission to create a remarkable dining & hospitality experience for our guests, and we extend that commitment to providing an equally remarkable experience for our employees. We highly prioritize work-life balance, even within a salaried role. Our dedication to work-life balance is evident through our well-structured staffing models, leadership support systems, generous paid vacation benefits, and a culture of transparent communication about performance goals and progress.

## Summary of Position:

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The Chef de Cuisine is responsible for the daily kitchen operations and menu/specials creation in collaboration with the Executive Chef and kitchen leads. The Chef de Cuisine is a dynamic and vital role in the kitchen who brings culinary talent and leadership skills to the kitchen while still benefiting from working under an Executive Chef who is invested in the coaching and development of their team. The Chef de Cuisine participates in the oversight of all kitchen functions such as employee development, prep/production and storage management. Administrative tasks for this role include things such as recipe writing, inventory and ordering, cost control and performance review input. You will work with the Executive Chef and Kitchen Managers on sanitation and cleanliness, training of employees in methods of cooking, preparation, plate presentation, portion and cost control and safety, all in pursuit of our mission to create a remarkable dining experience for our guests.

The individual applying for this role will show inspired quality & passion in all their work, and desire to serve the best. They will demonstrate humble leadership in creating a culture that revolves around the experience and enjoyment of food



and cooking. This is a hands-on position where as a leader you'll collaborate with co-managers in creating a positive culture built around serving quality food in a demanding environment.

### **Primary Duties and Responsibilities:**

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- Responsible for leading the kitchen team during service periods, creation of menu specials for specific meal periods (in collaboration with Executive Chef) and assigning duties to the kitchen staff
- Expedites service & fills in on the line as needed
- Oversee daily and weekly inventories and places orders of food supplies as needed for the following service
- Maintains a positive relationship with all vendors and monitors purveyor/distributor invoice pricing
- Sets up stations according to kitchen guidelines
- Assists with ongoing recruiting, training, development and overall management of the kitchen team
- Assumes responsibility for quality of products served during shift and assists in developing standards of quality & portion sizes for all plates
- Ensures that all products are correctly ordered according to predetermined product pars and specifications and received in the correct form and condition
- Communicates the restaurant's vision to all team members and leads by example
- Reinforces the company's values daily and inspires the team with his/her exciting vision for the restaurant's future
- Builds and maintains relationships with team members and FOH management alike
- Prepares all food items as directed in a sanitary and timely manner
- Follows proper plating and garnish preparation on all dishes
- Follows recipes, portion controls and presentation specifications as set by the Executive Chef
- Understands and enforces established rules, policies and procedures on a consistent basis
- Assists in proper rotation and consolidation of food products
- Assists in butchery, portion control and maintains the completion of the prep list on a daily basis
- Assists and helps with nightly clean up and breakdown of the kitchen when appropriate
- Responsible for (and may delegate to kitchen staff when appropriate) daily/nightly organization of the walk in(s) and food storage shelves in the main kitchen
- Responsible for overseeing execution of banquets during your shift. Communicates with kitchen management and team on event prep needs and maintains dialogue with the Events Manager on special events
- Monitors BOH hours worked to eliminate overtime and make sure breaks are being taken prior to a 6-hour shift
- Sets an example for maintaining a clean, sanitary and safe kitchen environment and works with kitchen management to ensure safety and sanitation practices are being upheld in the restaurant
- Other tasks as assigned by Owners/Chef/Executive Management

### **Required Skills/Abilities:**

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- Passion for genuine hospitality
- Knowledge and passion for using seasonal foods & enjoy being a mentor & coach to your team.
- Strong leadership skills + positive role model
- The ability to communicate effectively with a diverse group of people is essential.
- Ability to multitask while working effectively within a team environment
- Good sense of the restaurant business and operations
- Hold high standards of excellence
- Sufficient knowledge of culinary art systems and practices
- Unshakable work ethic/self motivation/Integrity
- Solid organization and ability to look and plan ahead



- Sense of humor, able to maintain a positive workplace + culture
- Constant attention to detail
- Ability to work in a high paced, busy kitchen environment
- Staying cool, calm and collected during times of stress
- Flexibility with schedule as business demands

#### **Education and Experience:**

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- Minimum of 5+ years of kitchen management with 3+ years working in a fast paced, high volume kitchen
- Must have or be able to attain a valid Manager California Food Handlers card
- Must have or be able to attain a Supervisory California Sexual Harassment Prevention Certificate
- Formal Culinary Schooling is not required, however the candidate will need to perform a menu tasting to our standards to prove the required culinary competence.

#### **Physical Requirements:**

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- High level of stamina to work on feet for extended periods (be able to work in a standing, upright position for long periods of time up to 8 hours)
- Must be able to occasionally lift, balance, and move furniture, restaurant equipment and food deliveries, weighing up to 50 pounds
- Must be able to perform in a fast paced, busy environment with attention to detail

#### **Preferred Qualifications:**

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- Formal Culinary Training
- Ability to communicate in Spanish and English
- Strong computer skills and knowledge of Microsoft Office programs (Excel, Word)
- Be well versed in restaurant food costing systems

**Disclaimer:** *This description includes essential functions. Additional functions and requirements may be assigned by supervisors as deemed appropriate. In accordance with California law and the Americans with Disabilities Act, requirements may be modified to reasonably accommodate disabled individuals.*

*We are an equal opportunity employer. We are committed to creating an inclusive and welcoming workplace for all. We welcome applicants from a wide variety of identities, ideas, perspectives and experiences and encourage people from underrepresented backgrounds to apply. Robin's Restaurant offers reasonable accommodations to job applicants with disabilities.*

I, \_\_\_\_\_ acknowledge that I have thoroughly read & understand my job description, essential functions, and responsibilities as a **CHEF DE CUISINE** at Robin's Restaurant.

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Date: \_\_\_\_\_