



**Position:** SOUS CHEF/KOM.

**Reports to:** Executive Chef & Owner

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*Our Mission: to delight every guest with the most remarkable dining & hospitality experiences that keeps them returning.*

*Core Values: Authenticity - Respect - Enthusiasm*

## **Summary of Position:**

- Our sous chef will show inspired quality & passion in all their work, and desire to serve the best EVERYTIME. They will gladly honor guest special requests and show leadership in creating a culture that revolves around the experience and enjoyment of food and cooking. They are hands on with cooking and managing the kitchen team in a demanding environment.
- This position is primarily responsible for managing food inventory from purchasing, receiving, fifo, organization of food storage, cleanliness of the kitchen.

## **Duties & Responsibilities:**

- Communicates the restaurant's vision to all team members and leads by example. Reinforces the company's values daily and inspires the team likewise while building a positive culture with the teams.
- Builds and maintains relationships with team members and FOH management alike.
- Leads the kitchen team during service periods, and assigns duties to the kitchen staff outside of their normal tasks as needed.
- Collaborates with Executive Chef /Chef de Cuisine on daily specials.
- Expedites service & fills in on the line as needed
- Assists in developing standards of quality & portion sizes for all plates.
- Follows proper plating and garnish preparation on all dishes.
- Assumes responsibility for purchasing for menu following established systems & guidelines for purchasing from the many vendors we use.
- Maintain a positive relationship with all vendors, & monitors purveyor invoice pricing.
- Creates am position opening & closing check lists.
- Ensures AM team has completed all closing tasks for their shift in accordance with expectations.
- Creates prep lists as requested by Executive chef
- Implements key reports & managing the use of these documents to be productive & control food costs
- Manage minimizing prep waste in the kitchen
- Oversees proper rotation and consolidation of food products.
- Maintains clear communication with the Executive Chef/chef de cuisine and other Kitchen Managers in regards to the restaurant/kitchen status.



- Understands and enforces established company rules, policies and procedures.
- Sets an example for maintaining a clean, sanitary and safe kitchen environment.
- Manage & maintain organization of storage rooms & equipment
- Assists in controlling BOH labor costs.
- Manages & monitors meal & rest breaks for BOH team on your shift
- Ensure that all kitchen equipment is working properly through routine inspection and that maintenance and cleaning routines are being followed.
- Assists with recruiting, training, development and overall management of the kitchen team
- Completes other tasks assigned by Executive chef or Owner
- These responsibilities can be changed as needed as continue to be a work in progress.

**Qualifications:**

- Must have at least 3 years kitchen management experience.
- Excellent knife skills
- Must have or be able to attain a current Manager Serve Safe Certificate as required by the county of San Luis Obispo.
- Must be able to maintain a clean and organized walk in, freezers, and reach ins.
- Have the ability to cross train and work different stations.
- Must be able to work well under pressure in a high volume restaurant.
- Have the ability to effectively communicate with other employees.
- Must be able to work well with and direct others as a team.
- Computer skills including Word and Excel.
- Exceptional communication skills with all levels of the organization.
- High level of integrity and an eye for detail.

I have read & understand the expectations of sous chef & accept the responsibilities of this position.

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

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