



## **Job Description**

**Position:** 2<sup>nd</sup> Cook - Kitchen

**Department:** Food & Beverage Department

**Reporting to:** Sous Chef

**Purpose:**

To effectively coordinate, supervise, and participate in all kitchen production activities and also any preparation of such food items that are produced for any of the resort's outlets including banqueting under direction and assistance from the Chef de Partie and Sous Chef.

To ensure guest satisfaction of these products through established procedures and guest contact, and motivating employees to the highest degree, such that company profit ratios and control procedures are met.

Preparation and servicing of all Poets Cove cuisine, using the recipes and production standards laid down by the Sous Chef and Head Chef within the resort's specifications.

**Position Requirements:**

- A significant background in the culinary industry with a minimum 1 - 3 years culinary experience in a high standard resort or hotel.
- Ability to work in a diverse environment, with a "team first" philosophy.
- A team player who plays a key role in adding to his co-workers positive work experience whilst being a self starter and self disciplined, able to work independently.
- Strong communication skills.
- General understanding of a brigade
- Physically fit, able to perform repetitive physically challenging tasks and lift heavy loads.
- Mentally fit for the challenge of working in a high pressure environment.
- Food Safe Level One.

**Duties and Responsibilities:**

To efficiently produce and prepare food for all three meal periods in an "a la carte" as well as "banquet" setting

To effectively produce all tasks correctly, adhering to all established recipe specifications and protocol within the kitchen while maintaining all standards and codes of conduct within the hotel

To properly maintain food quality, following kitchen standards of preparation, rotation, storage and dating.

Maintaining proper portion control.

To ensure that a proper uniform, personal hygiene and resort code of conduct and standards are followed.

Ensuring that the preparation of food and execution of service is in concordance to the companies and statutory hygiene standards, adhering to a "clean as you go" discipline

The assistance of maintaining menu specifications, plate presentation and food displays for all outlets.

To immediately report any issues with equipment or personnel to manager on duty, paying specific attention to any safety or health hazards.

Any other duties or responsibilities assigned by the chef.