



Sous Chef

Organization Name: CityFlatsHotel Port Huron

Reports to: Executive Chef

Job Location: Port Huron, MI

Position Summary:

CityFlatsHotel and Sperry's 2nd Floor Dinnerhouse seek a talented Sous Chef with experience designing and preparing new cuisines. This position is responsible for the day to day operations and activities in the kitchen and banquet kitchen. This position will lead the culinary team, while communicating with the Restaurant Manager, Events Coordinator, and General Managers.

Responsibilities & Duties:

- Create schedules for kitchen staff to ensure optimum resource management and speed of service
- Train new and existing kitchen staff on the preparation, arrangement and plating of dishes per the current menu
- Ensure all staff members adhere to culinary standards and regulations
- Track, record and replenish inventory as needed
- Cross-train kitchen staff on multiple stations at multiple properties
- Assist Executive Chef with pricing menu items
- Coordinator off premise catering timeline and deliveries
- Work with Ballroom & Event Coordinator and Assistant Coordinator to ensure the success of banquets and events
- Responsible for monthly inventory & requisitions
- Interview and hire potential candidates for banquet prep cook/dishwasher
- Delegate job duties between Ballroom prep cooks
- Ensure kitchen is clean and meets sanitation standards

Qualifications & Skills:

- 3-5+ years' banquet experience preferred
- Off premise catering experience preferred
- Valid Driver's License
- Knowledge of best practices for training kitchen staff and implementing kitchen procedures
- High level of creativity and reliability
- Familiarity with menu costing procedures
- Must have team building, leadership and excellent communication skills
- Able to work a flexible schedule including weekends and evenings
- Excellent problem solving/conflict resolution skills in order to resolve conflicts, concerns, and situations that may arise in the kitchen
- Ability to work quickly as a team in a fast-paced environment