

CityFlatsHotel

Job Posting

Sous Chef/Banquet

Organization Name: CityFlatsHotel Port Huron

Reports to: Executive Chef

Job Location: Port Huron, MI

Position Summary:

CityFlatsHotel seeks 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 hotel kitchen. A creative individual who is willing to participate in creating seasonal menus and design new dishes. This position will assist the Executive Chef in both culinary and administrative tasks while communicating with the Ballroom and Events Coordinator and General Manager.

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
- Assist Executive Chef with pricing menu items
- 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
- 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