**Role:** Head Chef

**Reporting to:** General Manager

**Location of role**:

**Job purpose**

As Head Chef, you will be responsible for the successful management of a restaurant’s kitchen. Your duties will include designing menus, managing staff and organising financial budgets. You are also responsible for maintaining a safe and healthy work environment.

**Key responsibilities**

* Design, direct and quality control all food preparation processes within the venue
* Running of the Pass during service, including approving and "polishing"/garnishing dishes before they leave the kitchen
* Determining food inventory needs and managing their stocking/ordering effectively, keeping in mind wastage costs and required prep time
* Taking the lead on menu development, including the writing of recipes and training of both the kitchen and front of house team on any new menu items
* Take responsibility for the hiring and training process of all kitchen staff
* Appropriately organise staff shifts and scheduling, including holidays and absences
* Maintain records of payroll and attendance via the venue's staffing system, e.g. Nory
* Take responsibility for food hygiene practices, including all End of Day checks and date labelling
* Being responsible for health and safety within the kitchen/food storage areas
* Hold ultimate responsibility for ensuring the kitchen/food storage areas meet all regulations including sanitary and food safety guidelines, including being present during internal or external audits
* Liasing closely with the General Manager and the wider management team to meet revenue objectives and control costs
* Suggesting and implementing appropriate strategies to cut costs, resolve adverse market trends and improve overall sales/profitability of the restaurant
* Any other reasonable task within the kitchen

**Essential Skills and Experience:**

* Proven experience as a Head Chef/Kitchen Manager or Sous Chef in a high-standard kitchen
* Proven ability of kitchen management, including staffing, stock control and the running of a busy service
* Ability to delegate effectively and monitor the development of individual staff members
* Exceptional communication skills, both within and out of the kitchen
* Strong leadership under pressure, acting as both a motivator and organiser to the team during service
* Strong creative ability, with a passion to innovate new and unique dishes as well as skillfully reinvent classics
* Up to date with the latest culinary trends and optimal kitchen processes
* Competent understanding of all relevant computer programs (MS Office, POS system, OpenTable Reservation Software, Nory Staffing system etc.)
* Credentials in health and safety training and food hygiene standards