Executive Chef

Job Description:

An **Executive Chef** creates and maintains a restaurant's menu and identity. From recipe development to execution, ExecutiveChefs take the lead and ensure that food is prepared properly, safely, and is flavorful. An ExecutiveChef manages the kitchen operations and supervises other kitchen personnel, like sous chefs and line cooks. They also hire, fire, and train staff. They demonstrate how new menu items are prepared and ensure the quality of the preparation. They often represent the face of the restaurant. If a restaurant is granted awards, such as Michelin Stars, it is often the Executive Chef that gets the credit.

Job Responsibilities:

* Plan and direct food preparation and culinary activities
* Estimate food requirements and food/labor costs
* Supervise kitchen staff’s activities
* Arrange for equipment purchases and repairs
* Recruit and manage kitchen staff
* Rectify arising problems or complaints
* Give prepared plates final approval
* Perform administrative duties
* Work with owners to present their vision of the restaurant and menu
* Comply with nutrition and sanitation regulations and safety standards
* Keep time and payroll records
* Hire, fire, and train new staff
* Ensure food preparation is up to standards
* Create new menu items for occasions, holidays, and seasons
* Resolve issues that arise quickly and professionally
* Prioritize actions and keep kitchen running smoothly
* Maintain a positive and professional approach with coworkers and customers
* Coordinate and collaborate with general manager and other executive staff.

Job Qualifications:

* Bachelors in culinary arts or diploma from accredited culinary institute required
* Masters in culinary arts or related field preferred
* Experience as an executive chef

Opportunities as an executive chef are available for applicants without experience in which more than one executive chef is needed in an area such that an experienced executive chef will be present to mentor.

Job Skills Required:

* Working knowledge of the fundamentals of cooking.
* Working knowledge of knives and knife skills.
* Working knowledge of kitchen equipment like cryovac, slicing machine, juicer, small wares etc.
* Ability to cook
* Knowledge of industry standards and regulations
* Knowledge of health department regulations
* Ability to multitask
* Good communication skills
* Able to work calmly under high pressure
* Team Player
* Ability to spot and resolve problems efficiently
* Capable of delegating multiple tasks
* Communication and leadership skills
* Keep up with cooking trends and best practices
* Working knowledge of various restaurant software programs
* Ability to use a computer based menu ordering system
* Pleasant, polite manner and a neat and clean appearance.
* Able to work in a fast-paced environment
* Able to multitask, prioritize, and manage time efficiently
* Physical endurance to stand for an entire shift
* Self-motivated and self-directed
* Works well as part of a team and on individual tasks
* Able to quickly memorize complex or multiple orders