Wok Chef

Job Description:

A **Wok Chef** is a chef that prepares wok-based dishes under high heat. The use of a wok is a specialized skill, and wok chefs must know how the high heat can prepare the dish without burning the food. The wok chef is responsible for prepping ingredients, preparing, cooking, and plating menu items in accordance with the restaurant's recipes and specifications. The wok chef keeps their work area clean, organized, and stocked, throughout shift.

Job Responsibilities:

* Maintain solid knowledge of food products
* Identify and safely use kitchen equipment
* Regularly run for food and restock kitchen supplies and food items required for service
* Properly label and date products to ensure safekeeping and sanitation
* Assist the pantry worker, cook, master cook and chef as needed in execution of service
* Perform other job-related duties as requested
* Reports directly to Head Chef.
* Sets up the wok station.
* Prepares and cooks all foods when ordered.
* Ensures proper plating and portion size
* Sets up and sees that the wok station is ready to serve fifteen (15) minutes prior to dinner service.
* Make sure that all food is of the highest possible quality before leaving the window.
* Overseeing see that all food prepared is of consistently high quality and that portions are consistently controlled.
* Cleans and sanitizes the wok station.
* Sets up, maintains and breaks down prep station.
* Notifies Head Chef in advance of all expected shortages.
* Reports to work in uniform at posted scheduled times.
* Ensures that work station and equipment are clean and sanitary.
* Adheres to state and local health and safety regulations.
* Maintains neat professional appearance and observes personal cleanliness rules at all times.
* Maintains safety and security in work station.
* Assists with other duties as instructed by the Head Chef
* Inform supervisor of any items that were unfinished before service.
* Properly store all food, which must be covered, dated and rotated on a daily basis to ensure proper portion control and quality.
* Follow all safety procedures for operating and cleaning all machinery at all times.
* Check in with Head Chef at the beginning of shift for instructions.
* Keep par stocks at proper levels. Increase or decrease production as necessary.
* Inform management of any problems concerning food quality or production control.
* Follow “Clean as you work” policy; responsible for sanitation and cleanliness of station at all times.
* Maintain high standards of quality and appearance for all food prepared and served.
* Wear clean uniform at all times.
* Attend all kitchen employee meetings.
* At the end of the shift, clean entire station, including reach-ins, shelves and steam table.
* Return all unused food to walk-in onto proper shelf
* Check-out with Head Chef at end of shift
* Keep walk-in clean and organized at all times.
* Clean any kitchen equipment used immediately following its use.
* Must be able to work weekends and holidays as well as overtime.
* Perform other duties as assigned.
* Prepare authentic and creative pasta and risotto dishes while maintaining quality standards
* Strive to develop high quality, innovative and original pasta menu offerings for our guests
* Train and develop other culinary team members on the art of pasta making
* Assist with tasks from Sous Chef, Chef and/or General Manager
* Develop and follow recipes, portion controls and presentation specification as set by the restaurant
* Assist in food inventory and control while properly receiving and storing delivered items
* Clean food prep areas, equipment, utensils and strictly adhere to sanitation, food safety, hygiene, and other health and safety guidelines
* Other duties or responsibilities as assigned or required

Job Qualifications:

* Associates diploma or GED required
* Bachelors in culinary arts or diploma from accredited culinary institute preferred
* Experience as a wok chef

Opportunities as a Wok chef are available for applicants without experience in which more than one Wok chef is needed in an area such that an experienced Wok 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
* Ability to work with high heat and knowledge of the use of a wok
* Knowledge of meat and poultry procurement.
* 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
* Keep up with cooking trends and best practices
* Working knowledge of various restaurant software programs
* 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