

Executive Chef

Job Summary

We are currently looking for an experienced Executive Chef to lead our culinary team. A successful Executive Chef is a strong communicator, organized and showcases in-depth knowledge of various cuisines, stations on the line, cooking styles, ingredients, equipment and processes. We are open seasonally May through October.

Responsibilities:

- Manage production, preparation and presentation of all food: breakfast, lunch and dinner and events
- Manage P&L costs
- Works with General Manager and HR manager to recruit and hire
- Train all stations in the kitchen with new hires
- Lead by example to deliver effective and efficient dining experiences by overseeing the back of house (BOH) operation, staffing, food production, accommodating special requests, dietary restrictions and following allergy procedure
- Maintain Health and Safety standards set by company, local and regional government
- Establish professional relationships with the team and provide opportunities to teach
- Influence process to run an effective and efficient kitchen while maintaining the highest food quality and controls for all dishes served
- Set staff schedules, kitchen set up / break down, production, ensure prep is completed and motivate staff and engage in disciplinary procedures when applicable
- Instill teamwork between the front and back of house staff through proper communication and delegate tasks and staff tasks to ensure smooth service and kitchen operations
- Supervise and prep for wedding and banquet functions

Requirements

- Plan and direct the functions of the administration and planning of kitchen to meet the daily needs of the operations
- Ensure consistent presentation of foods and beverages where applicable
- Implement effective control of food, and labor costs
- Regularly review and evaluate the customer satisfaction of menus, daily specials, banquet services. Adjust food and services to compete with changing market demands; ensure they are implemented in a timely manner

- Assure that station guides are up to date, in good condition and being used. Responsible for quality of food, food handling personnel and professional work procedures
- Responsible for food purchasing
- Assign preparation levels and staffing based on projected business forecast
- Develop, implement, and monitor schedules for the operation, to achieve a profitable result
- Create an environment that emphasizes motivation, mutual respect, teamwork, and a passion for providing service. Be readily available & approachable for all team members
- Take proactive approaches when dealing with guest concerns. Always extend professionalism and courtesy to guests and staff.
- Able to work a flexible schedule, including evenings, weekends, and Holidays
- Will report directly to the General Manager

Physical Requirements

- Long hours are sometimes required
- Medium duty work – exerting up to 60 pounds of force occasionally and/or 40 pounds of force frequently or constantly to lift, carry, push, pull or otherwise move objects
- Ability to stand and walk throughout the shift and move about the property
- Ability to effectively communicate verbally and in writing with staff and guests

This is an employment at will position. The ideal candidate should have a culinary degree, 3-5 years progressive experience in a quality high-volume operation.

This job description is a general representation of the duties and responsibilities commonly associated with this type of position and may be modified or changed.

Lighthouse Inn is an Equal Opportunity employer

