



Kitchen Manager Toptracer

Lakes 23 at Waters Edge Golf Course/Toptracer - Fremont, MI

RESPONSIBILITIES AND DUTIES:

- This individual will work as an overall assistant, working directly with, and reporting to, the Executive Chef, as well as taking Toptracer line/prep shifts as a full-time cook. This individual should be prompt and responsible for themselves and their daily job duties.
- Monitor inventory of supplies and food items. Assist in ordering of goods and maintain par levels.
- Assist Executive Chef in overseeing the purchase and delivery of all kitchen items as assigned. Receive and process food orders and ensure delivery to guests as needed.
- Test foods being cooked for quality.
- Responsible for appropriate sanitation and safety levels in kitchen area, in accordance with Servsafe and NCHD.
- Clean food preparation areas and equipment, as well as counters and tables.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Knowledge of food preparation and presentation methods, cooking techniques, and quality standards.
- Skill in cooking and preparing a variety of foods, using several pieces of equipment.
- Organizing and coordinating skills.
- Ability to safely use cleaning equipment, cleaning chemicals and other related supplies.
- Ability to accept receipt of goods and supplies.
- Ability to read and write.

QUALIFICATIONS:

- 2 years' experience in kitchen preparation/cooking, working in a fast-paced restaurant a plus the ability to communicate clearly with managers, kitchen and dining room personnel.
- Be able to receive and process communication from managers, kitchen and dining room personnel.
- Physical capacity to reach, bend, stoop, and occasionally lift up to 50 pounds.
- Qualification to follow printed recipes and plate specifications.
- Maintain personal hygiene in accordance to Servsafe and NCHD standards for Food Service Employees.
- Servsafe certification, or be willing to become certified.

Competitive pay with current market, with 90 day and 1-year reviews. The job will entail 5 days/week and between 8-10 hours/day.