

Department: Food & Beverage

Job Title: Banquet Chef

Summary of Position:

Directly responsible for all kitchen functions related to banquet functions/private parties including preparation and maintenance of quality standards; sanitation and cleanliness; training of employees in methods of cooking, preparation, plate presentation, portion and cost control and sanitation and cleanliness.

Reports to: Executive Chef

Duties and Responsibilities

Include but are not limited to:

- Manage food production for banquet/corporate functions and events as well as ski season eateries. Prepare a variety of meats, seafood, poultry, vegetables and other food items for cooking in broilers, ovens, grills, fryers and a variety of other kitchen equipment.
- Assumes 100% responsibility for quality of products served.
- Prepares and presents food tastings to wedding couples according to specifications.
- Knows and complies consistently with our standard portion sizes, cooking methods, quality standards and kitchen rules, policies and procedures.
- Stocks and maintains sufficient levels of food products at line stations to ensure a smooth service period.
- Maintains a clean and sanitary work station area including tables, shelves, grills, broilers, fryers, pasta cookers, sauté burners, convection oven, flat top range, refrigeration equipment and the entire kitchen.
- Prepares item for broiling, grilling, frying, sautéing or other cooking methods by portioning, battering, breading, seasoning and/or marinating. Check prep lists daily to ensure proper amount of product is on hand.
- Fill in where needed to ensure guest service standards and efficient operations.
- Work with Executive Chef and F&B Director to plan and price menu items. Establish portion sizes and prepare standard recipe cards for all new menu items. Use creativity to influence menu choices. Document in station bibles.
- Make employment and termination decisions including interviewing, hiring, evaluating and disciplining kitchen personnel as appropriate. Supervise personnel. Post all schedules in advance.
- Prepare all required paperwork, including forms, reports and schedules in an organized and timely manner based on benchmarks. This includes recording daily loss and requisition of food.
- Work with front of house management to address any team member issues rather than discussing directly with the team member themselves.
- Work with FOH manager to plan and execute FOH standard operating procedures.
- Ensure that all products are ordered according to predetermined product specifications and received in correct unit count and condition and deliveries are performed in accordance with the restaurant's receiving policies and procedures. Price all products out from all vendors weekly.
- Control food cost and usage by following proper requisition of products from storage areas, product storage procedures, standard recipes and waste control procedures. Utilize all food products left over from functions. Maintain 20-25% Food Cost. Prepare 5% over for all banquets.
- Handles, stores and rotates all products properly.
- Closes the kitchen properly and follows the closing checklist for kitchen stations. Assists others in closing the kitchen.
- Performs other related duties as assigned by the Executive and/or Food & Beverage Director.
- Assist with hiring and training of new team members.
- Use team building with the staff.
- Maintain cleanliness of the entire property.
- Complete all checklists.
- Attends all scheduled employee meetings and brings suggestions for improvement.

Requirements

Include but are not limited to:

- At least 21 years of age
- Must be able to work indoor/outdoor in all weather conditions
- Minimum 2 years previous experience as a food & beverage supervisor

- Safe Food Handler Certified
- Able to work independently
- Ability to communicate effectively in a positive/upbeat fashion
- Excellent organizational skills
- Team Player
- Maintain a professional, neat and well-groomed appearance adhering to Blue Mountain appearance standards
- Must be able to stand for entire shift and work for extended periods of time
- Timely and reliable attendance is absolutely essential even in inclement weather
- Must be available to work a flexible workweek including all weekends and holidays and the stamina to work 50 to 60 hours per week
- Be physically able to reach, bend, stoop and lift bags, cases and stacks weighing up to 60 pounds multiple times

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