



*Ocean's Edge Accommodations Restaurant & Bar*



## **WE ARE HIRING!**

**Position:** Executive Chef

**Contract type:** Full-time

**Location:** Castle Comfort, Dominica

**Duration:** 1 year contract in first instance with option for renewal based on performance

**Salary:** Remuneration package is negotiable and will be commensurate with qualifications, skills and experience.

### **SUMMARY**

Under the supervision of the Hospitality Consultant and CEO, the Executive Chef will be responsible for preparing and delivering a complete menu that delights our international and local guests. He/She will work closely with the Hospitality Consultant to study recipes and set up menus in order to prepare high- quality dishes in a timely manner. He/she should be familiar with sanitation regulations and have experience in advanced cooking techniques and non-traditional ingredients. The Chef should be able to maintain cooperative relationship with team members and supervise overall kitchen operations.



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## **SPECIFIC RESPONSIBILITIES**

1. Oversee all kitchen operations
2. Enforce safety and sanitation standards by implementing hygiene policies and ensure that food safety standards are always adhered to.
3. Supervise regular cleaning, disinfecting, and sanitizing of work equipment and stations
4. Coordinate all kitchen staff, cook, and ensure food meets high quality standards and a standard taste-level is maintained. Recipes and tastes are to be consistent
5. Revise and improve main menu and develop master list of all ingredients necessary
6. Monitor and maintain stock levels and place orders with management for supplies when due ensuring a first-in-first-out use of stock.
7. Ensuring promptness, freshness, and quality of dishes and discard out-of-date items.
8. Control kitchen costs by minimizing wastage and substituting ingredients when there is scarcity. Develop procedure and measures for all wastage
9. Prepare meals in a timely manner and delegate tasks to kitchen staff
10. Inform wait staff about daily specials
11. Being able to modify recipes to meet customers' needs and requests
12. Knowledge of new dining trends and the ability to design unique and creative recipes and menus. Initiate fresh and attractive ideas and recipes to generate more sales
13. Responsible for the complete set up and supervision of all buffet stations for conference and banqueting, restaurant or any special events, promotions.
14. Obtain feedback on food and service quality, and handling customer inquiries and complaints.



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## **QUALIFICATIONS & REQUIRMENT**

1. Proven work experience as a Chef or Cook in a good and reputable restaurant
2. 5+ years of experience in a similar position
3. An excellent understanding of food professional principles and practices
4. Excellent knowledge of ordering and inventory.
5. Excellent and effective communication skills.
6. Good Leadership, interpersonal, and time management skills with the ability to work effectively in a team
7. Good organizational and problem-solving skills
8. Ability to meet deadlines.
9. Available to work on-call, shifts, after hours, over weekends, and on public holidays.
10. Ability to work independently, exercise sound judgement and make decisions independently.
11. Exemplary work ethic
12. Ability to multi-task and coordinate activities in pressing situations (thrive in a fast-paced environment)
13. Any form of certification or experience in catering or culinary arts would be an added advantage.

**To apply please email your CV and cover letter with two references to**  
**[oceanedgedevlopment@gmail.com](mailto:oceanedgedevlopment@gmail.com)**  
**With subject – Application – Chef**

**\*Only shortlisted candidates will be notified.**  
**Application Deadline: May 25, 2022**