



JOB POSTING – Arbutus Ridge Golf Club and The Satellite Bar and Grille

Position Title:	Sous Chef	<i>The Arbutus Ridge Golf Club is located in the seaside community of Cobble Hill, a 25 minute drive from the outskirts of Victoria, 45 minutes from Nanaimo and just 15 minutes from the cultural city of Duncan. The Bill Robinson design 18-hole golf course is complimented with the renowned GBC Golf Academy, Satellite Bar & Grille and Indoor Tennis Facility. Employer of the Year Award, Tourism Vancouver Island 2017 www.arbutusridgegolf.com.</i>
Department:	Food & Beverage	
Reports to:	Executive Chef	
Job Type:	Year-Round, Full Time, Salary	
Application Deadline:	August 8 th , 2018	
Start Date:	As soon as available	

POSITION OBJECTIVE

1. Assist the Executive Chef to ensure the proficient operation of the Food & Beverage Department
2. To coach, develop and train Team Members and place an emphasis on cleanliness, efficiency, accuracy, professionalism and courtesy

STRUCTURE

Reports to: Executive Chef
Works Closely With: All Food & Beverage Team Members

DUTIES AND RESPONSIBILITIES

1. Tasks

- Assume overall management of the kitchen and banquet facilities, ensuring timely and efficient operation, in the absence of the Chef
- Oversee work done by all junior members of the kitchen Team Members while on shift
- Maintain and enforce the highest standards of quality, service and appearance of food items that leave the kitchen
- Maintain peace and harmony in the kitchen and banquet facilities with regard to Team Member interaction
- Maintain a clean, neat and presentable appearance of buffets, refreshment centers and all public areas, especially when in view of Guests
- Work with stewarding, kitchen and front-end Team Members to maintain high standards of cleanliness and proper storage of items and proper close down procedures
- Work in coordination with the front-end Team Members within the framework of the events, banquets/wedding buffets and restaurants needs and demands
- Proper use and knowledge of all cuisine, equipment, chemicals and procedures
- Assume ordering and supervisory responsibilities when needed

2. Performance Criteria

- Ensure each Guest receives consistent products and services
- Ensure Team Members within department receive fair, safe and motivational working conditions
- Ensure food costs, labour expense and revenue targets meet the budget

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES

1. Technical Skills and Knowledge

- Hygiene, sanitation, proper food handling, occupational health and safety skills
- Knowledge in kitchen management, cost controls and purchasing
- Full apprenticeship and a minimum of 5 years Journeyman/Red Seal papers or equivalent experience

2. Abilities

- Work in a timely, efficient, safe and organized manner
- Able to lead a team and provide guidance by example
- Maintain a calm and cool demeanor in stressful working conditions
- Must be able to work efficiently in a fast-paced and unsupervised environment
- Work in coordination with the front of house Team Members within the framework of the events, banquets/wedding buffets and restaurant needs and demands
- High-level of organizational skills and exceptional communication skills

WORK CHARACTERISTICS

- Primarily inside of the kitchen and back of house areas
- Will be required to work on a shift basis, including weekends and evenings of unspecified duration

Please send your resume and cover letter to:

Executive Chef: Jan Kobbero: jkobbero@golfbc.com

Arbutus Ridge Golf Club

3515 Telegraph Road

Cobble Hill, BC V0R 1L4

Posting closes: August 8th 2018

OUR CORE STANDARDS

Live our core standards – F.I.R.S.T.!

- Friendly and Helpful
- Initiative and Action
- Respect and Dignity
- Sales and Service
- Team and Facility Appearance