**Chef Job Description**

Job Title : Chef  
Reporting To : Restaurant Manager  
Department : Food and Beverage  
Job Type : Part Time  
Location :

**Duties and Responsibilites :**

1. Creating regular and exceptional menu based on restaurant theme or special theme.
2. Deciding the restaurant theme as the main theme.
3. Perform food preparation from the beginning to the end.
4. Perform food presentations and set standard for high quality food presentations.
5. Managing employees and any people who work in the kitchen.
6. Spot any problems occurred in the kitchen related to employees, equipment and supplies, and resolve them efficiently and effectively.
7. Maintain well manner personality in front of the employees and customers.
8. Delegates any kitchen task at once no matter how much the tasks are.
9. Improve the productivity of kitchen staffs and employees based on their position.
10. Managing sous chef.
11. Managing chef de party.
12. Maintaining personal hygiene and encourage the employees to do the same thing.
13. Maintaining the hygiene of equipment and the kitchen area.
14. Maintaining high work and standard of safety in the kitchen.
15. Maintaining the quality of culinary and make sure the dishes are served right on the schedule.
16. Approving every food items before they leave the kitchen.
17. Ordering supplies and any raw ingredients.
18. Reporting to the higher level about stocks and supplies.
19. Establishing good contact with the vendors.
20. Marketing.
21. Maintain good relationship with customers.

**Academic Qualification :**

**Work Experiences and Skills :**