



## **Job description**

### **SOUS CHEF**

Full time, 36 hours/week

7:00 a.m. to 1:30 p.m. (M, W, Th) and 7:00 a.m. to 3 pm (T, F)

Pay rate: \$20-24/hour depending on experience and qualifications

### **SUMMARY:**

Works under the direct supervision of the Executive Chef. Assists in the preparation and serving of creative fresh food in the café kitchen. Every day is a different menu and we value creativity and variety. Maintains food service facilities and equipment in a sanitary condition and does related work as required.

The Sous Chef is responsible for preparing healthy and delicious dishes under the direction of the Executive Chef and assisting with the plating of each meal. The person in this role is expected to have knowledge of, and be responsible for, safe food handling, kitchen sanitation, training programs, the menu, and budget development.

The Sous Chef at Surrey enjoys family friendly working hours from 7:00 a.m. – 1:30 p.m. Monday, Wednesday, and Thursday with longer hours on Tuesday and Friday (7 am – 3 pm).

### **RESPONSIBILITIES:**

- Substitutes for the Food Service Manager/Head Chef in his/her absence. Assists Food Service Manager/Head Chef as directed
- Supports a team of kitchen volunteers
- Supervises the breakdown and cleaning of the kitchen after service
- Oversees day-to-day food packaging and line service in our table-service café, Meals on Wheels, and our Grab 'n Go program
- Maintains high standards of quality nutrition, temperature control, and presentation
- Inspects food preparation and serving areas to ensure safe, sanitary food handling practices
- Collaborates with the Head Chef and Center Director in creating enticing and varied monthly menus with consideration for the nutritional value of the food
- Manages inventory

- Manages placement of orders and deliveries from food vendors
- Evaluates food purchasing process and costs to stay within budget
- Assists with and coordinates occasional catering and special event requests
- Additional duties and responsibilities expected to be performed as necessary

### **QUALIFICATIONS:**

- Thorough knowledge of federal, state, and local laws and regulations pertaining to institutional food service safety and sanitation
- Proven experience as a Sous Chef or previous experience in Food Service Management required
- Familiar with industry's best practices
- Familiar with a variety of cooking techniques such as sous vide, en papillote, poaching, braising, and searing
- Successful completion of culinary training program, degree, certificate in culinary arts, or supervised apprenticeship
- Current ServSafe Food Manager Certification or the ability to obtain certification within an agreed upon timeframe
- Skilled in plating and presentation
- Excellent knife skills. Able to cross chop, rock chop, julienne, brunoise, small dice, batonnet, baton, pont-neuf
- Experience with large scale meal operations or catering
- Experience using, cleaning, and maintaining commercial kitchen appliances including a meat slicer, steam kettle, steamer, and hand blender with attention to safety protocols
- Good time management and planning skills to ensure the kitchen runs efficiently and food is ready on time
- Previous experience managing staff and volunteers
- Above average ability to multi-task and change direction quickly when required
- Demonstrates good judgment, problem solving, and decision-making skills

### **WORKING ENVIRONMENT & PHYSICAL DEMANDS:**

Standing for long periods of time

Use of hands to handle, control, or feel objects, tools, or controls

Repetitious movements

Bending and twisting of body

Able to lift 30 pounds

### **Benefits:**

401(k)

401(k) match

Health insurance

Vision insurance

Dental insurance  
Disability insurance (short term & long term)  
Employee assistance program  
Flexible spending account  
Life insurance  
Referral program  
Paid Time Off (PTO)  
Paid holidays

**COVID-19 considerations:**

Surrey is following all CDC guidelines relative to COVID-19.

**Experience:**

Sous Chef: 1 year (Required)  
Formal culinary training:(Preferred)

**Work Location:** One location

Job Type: Full-time