

JOB DISCRIPTION

2020

JOB TITLE : **LINE COOK**
REPORTS TO : **Executive Chef**

In the function of Senior Chef De Partie you are primarily responsible for setting up the cooking line, prepare the necessary foods and help with all mise en place. If the schedule requires, you can be placed in other shifts as well, such as morning or evening shift. You will always look presentable, clean uniform, well groomed and you will show a professional and courteous attitude towards co-workers and managers. The following tasks are an indication of your tasks and responsibilities. They are not complete as tasks may vary as per indication of management.

Duties and responsibilities during work time are (and are not limited to):

- Gathers all supplies needed to prepare lunch, dinner from storerooms, freezers and fridges;
- Prepares all food from lunch, dinner menu and using standard recipes and according to the instructions;
- Prepares all food from lunch, dinner menu using standard recipes in accordance with hotel standards;
- Keeps work station and cooking equipment clean and leaves it clean when the shift is over;
- Checks supplies needed for lunch, dinner;
- Sets up, maintains and breaks down lunch, dinner cooking station;
- Identifies product needs and requests items needed to prepare menus;
- Notifies Sous Chef/ Executive Chef/ Restaurant Manager in advance of expected shortages;
- Maintains security and safety in work area;
- Maintains presentable professional appearance and observes regulations regarding personal hygiene at all times;
- Adheres to health and safety regulations;
- Maintains the highest sanitary standards;
- Ensures that work area and equipment are clean and sanitary;
- Covers, dates and properly stores all leftover products that are re-usable;
- Executive Chef can give instructions to carry out other work then that of the lunch, dinner if this is required in the interest of the kitchen operations;
- If necessary, he/she can be scheduled at times other than those of the regular shift service;
- Listens and carries out instructions at all times when getting direct instructions from (Sous) Chef during his/her shift;



The Holland House Experience.

BEACH HOTEL

- Responsible for ordering by placing the order on time (before 04:30PM) on the ordering list which is send by the Executive Chef;
- Responsible for completion of the mise en place for dinner respectively 05:30 PM
- Responsible for checking all arriving goods for quantity and quality during his / her shift.

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