



# Example of Executive Sous Chef Job Description

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Our company is looking to fill the role of executive sous chef. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for executive sous chef

- To coach and review the various levels of chefs to train them for the next level within the property and company
- To work alongside the Director of F&B to establish a harmonious working environment within the division
- Assist in the management of food and labour costs, and develop strategies and systems to reduce costs and wastage
- Lead and inspire the kitchen team
- Manage and maintain a clean, safe & hygienic working environment
- Position will be responsible for the kitchen in Executive Chef's absence
- Assist with building and maintaining in-house menu specifications and maintain appropriate menu and banquet file
- Establish economical methods of preparation for cooking and portioning standards and oversee all cooking operations
- Oversee preparation of foods, bear responsibility for final food product served, physical working conditions, kitchen tools and equipment
- Coordinate inter-departmental correspondence and communications with regard to food department

## Qualifications for executive sous chef

- Understanding of currently acceptable practices for organizational behavior and human resource management

- Must have Serv Safe Food Manager's or Food Handler's certificate
- Bachelor's Degree in Culinary Arts or recognized formal certified training program from a National Association, or equivalent work experience
- Minimum seven (7) years' culinary experience that includes both casual and fine dining venues, full service banquet convention facility, and quick-service outlets with at least four (4) experience in the management/supervision of employees, possess extensive skill, knowledge, and experience in all aspects of culinary operations