

FIELD ARTS & EVENTS HALL

201 W. FRONT ST
P.O. BOX 71
PORT ANGELES
WA 98362

360.477.4679
FIELDHALLEVENTS.ORG

BOARD MEMBERS

JOB DESCRIPTION

Sous. Chef

JOB SUMMARY

The Sous Chef works in a fast-paced environment, where workflow may be interrupted throughout the course of the day without warning, requiring the team member to adapt. Responsibilities include preparation of appetizers, entrees, and desserts as determined by the Food & Beverage Manager or chef; making bulk menu items; setting up and breaking down cook's stations; monitoring temperatures; preparing vegetables; and following all food safety guidelines set forth by regulatory agencies as well as Field Arts & Events Hall policies and procedures.

Essential Job Functions

The essential functions of the *Sous Chef* include but are not limited to:

- Promote, work, and act in a manner consistent with the mission of Field Arts & Events Hall.
- Inspect, clean, and maintain food preparation areas, such as equipment and work surfaces, and serving areas to ensure safe and sanitary food-handling practices.
- Ensure food is stored and cooked at the correct temperature by regulating the temperature of ovens and other equipment.
- Ensure freshness of food and ingredients by checking for quality, tracking old and new items, and rotating stock regularly.
- Apply prior prep and knife skills to daily kitchen operations.
- Stock and maintain sufficient levels of food products at line stations to support a smooth service period.
- Handle, store, and rotate all food products and supplies according to restaurant policies and procedures.
- Assist with menu planning and costing.
- Support inventory control to manage stock levels and minimize waste.
- Train and mentor entry-level kitchen employees.
- Follow proper plate presentation and garnish set-ups for all dishes.
- Assist in food prep assignments during off-peak periods as needed.
- Assist other cooks during emergencies or rush periods to ensure guest service standards and efficient operation.

FIELD ARTS & EVENTS HALL

- Close the kitchen following the closing checklist for kitchen stations and assist others in closing the kitchen.

Tools & Equipment:

- Chef knives (cimeter, filet, utility, pairing, carving)
- Food safety labeling systems

Qualifications

- Must have a current Washington State Food Handler's Card (5-year ServSafe preferred).
- At least 5 years' experience as a line cook.
- Experience with menu planning and costing.
- Experience with inventory control.
- Experience training and mentoring entry-level employees.
- Ability to take directions and follow recipes.
- Baking experience (preferred but not required).
- Catering experience (preferred but not required).
- Must possess good communication skills and the ability to speak effectively and interact well with patrons and team members.

Requirements

- Must be able to work weekends and evenings.
- Must be able to bend, stoop, lift, and carry items weighing up to, but not limited to, 50 pounds on a regular basis.
- Must be able to occasionally push/pull up to, but not limited to, 75 pounds.
- Must be able to stand and/or walk for long periods of time.
- Must be able to perform simple grasping, fine manipulation, overhead reaching, and repetitive hand and arm movements frequently.
- Must have a Food Handler's Permit.
- Shows respect and sensitivity for cultural differences; treats people with respect; works ethically and with integrity; upholds organizational values.
- Reacts well under pressure; treats others with respect and consideration regardless of their status or position; exhibits a high degree of emotional intelligence.

Compensation

\$24.00 Hourly, depending on experience plus tips (tip pool eligible)

Applicants must submit the following to be considered for the position:

- Cover letter
- Resume
- Application

As an equal opportunity employer, we highly encourage people from any historically marginalized groups to apply including people of color, persons with disabilities, and members of the LGBTQ community.

To apply, please send resume and cover letter to jeff@fieldhallevvents.org and stephen@fieldhallevvents.org with the subject Sous Chef.

Any offer of employment is contingent on a successful background check.