

JOB DESCRIPTION – Schedule B

| | |
|-------------------------------|-----------------------------|
| <u>Position:</u> | Demi Chef |
| <u>Location:</u> | Skyline Rotorua |
| <u>Department:</u> | Kitchen |
| <u>Responsible To:</u> | Executive Chef / Sous Chefs |

Key Tasks:

Assist in maintaining the smooth and efficient day to day running of the kitchen to ensure maximum guest satisfaction.

To maintain all standards of safety, hygiene, administration and security to the required legislative and procedural levels.

Main Duties & Responsibilities:

1. Daily preparation of menu items/buffet products ensuring correct portion sizes, maintaining product quality, presentation and service in accordance with the required standards.
2. Assist in the compilation of menus.
3. Maintain the required standards with regard to hygiene, safety and security.
4. To ensure the efficient operation and optimum performance of the dishwashing machine.
5. Cleanliness of all kitchen – floor, walls, ceiling, storage areas.
6. To assist in the cleaning and maintenance of grills, ovens, fryers, hoods, mixers, stoves, brat pans and all other specialty kitchen equipment.
7. To perform any other duties as indicated on the daily cleaning roster.
8. To comply with all established workplace Health and Safety policies.
 - (a) To be responsible for meeting and promoting established Health and Safety policies and practices.
 - (b) To be responsible for the completion of approved workplace Health and Safety documentation.
9. Ensuring delivery of service that support Skyline's sustainability goals by:
 - (a) Ensuring recycling and waste management practices are carried out where possible.
 - (b) Maintaining your work area to an environmentally acceptable standard. Making suggestions for environmental sustainability improvements

Living Our Values

Skyline Rotorua is a leader in the New Zealand travel and tourism sector. We are successful because of the commitment of our staff towards our company's purpose; to share real fun with the world. We have three values that sum up how we communicate, behave, and work together to achieve our goals.

We're Skyliners. We're brave, we care, and we do everything we can to deliver real fun and make people smile.



- We're ambitious and bold
- We always challenge the status quo
- We demand the best and protect our values
- We lead by example



- We look after one another
- We value our guests and treasure their experiences
- We respect our environment and our community
- We build a safe space for ourselves and our guests



- We make growth happen
- We anticipate and welcome change
- We get on with stuff and always go above and beyond
- We own our actions and we inspire others to succeed

Key Competencies

- Physically fit and able to stand for long periods of time
- Organised
- The ability to cope well under pressure
- Reliable and able to work unsupervised
- Able to work in a team
- Able to follow procedures
- Flexibility in tasks to be undertaken
- Able to maintain Skyline's safety standards

General:

Any other duties that are related to and consistent with the above Job Description as directed by the Executive Chef, General Manager or Duty Manager.

Ensure full confidentiality is maintained at all times.

Attend staff training, induction and other professional development as directed.

Always wear correct Skyline uniform and ensure that it is clean/ tidy before your shift begins.

Ensure all aspects of the Skyline Core Values are upheld

Maintain a public image that is compatible with the highest possible standards whilst on the premises.

I accept the job description for the position of Demi Chef.

Name: _____ Date: _____