OMNI
HOTELS & RESORTS

Banquet Chef

Overview:

The Banquet Chef will manage all aspects pertaining to the banquet kitchen in servicing all events. To ensure effective operation of the overall Banquet kitchen food production.

Responsibilities:

- Plan, oversee and assist in day-to-day culinary operations of the banquet kitchen as it pertains to banquets
- Assigns (in detail) preparation and specific duties lists to auxiliary banquet kitchen staff for efficient execution of upcoming events.
- Select, order, and inspect and use only the highest standard food product in preparation of all menu items as per Banquet Event Order (BEO).
- Oversee and aid in production and execution of menu items.
- Monitor the receipt, storage, and rotation of food product (as to comply with health department regulations), including coverage, labeling, dating and placing items in proper containers for kitchen service
- Evaluate the work performance of cooks and give guidance and discipline as necessary.
- Maintain effective communications with Executive Sous Chef\Executive Chef concerning food production.
- Facilitate the professionalism of our banquet team by adhering to proper language, uniforms, hygiene, and employee relations.
- Continue self-education of hospitality industry using available tools such as internet, industry magazines, books, and organization.
- Leads the Banquet Kitchen Team in food preparation and presentation during all events.
- Participates in training staff on menu items including ingredients, preparation methods and unique tastes. Hot Kitchen and Cold Kitchen
- Operates and maintains all department equipment and reports malfunctions.
- Purchases appropriate supplies and manages inventories according to budget.
- Reviews staffing levels to ensure that guest service, operational needs and financial objectives are met.
- Trains associates in safety procedures and supervises their ability to follow loss prevention policies to prevent accidents and control costs.
- Effectively investigates reports and follows-up on associate incidents.
- Sets a positive example for guest relations.

Qualifications:

- Interacts with guests to obtain feedback on product quality and service levels; effectively responds to and handles guest problems and complaints.
- Empowers associates to provide excellent customer service. Ensures associates understand expectations and parameters.
- Observes service behaviors of associates and provides feedback to individuals; continuously strives to improve service performance.

- Emphasizes guest satisfaction during all departmental meetings and focuses on continuous improvement.
- Helps associates receive on-going training to understand guest expectations.
- Assists as needed in the interviewing and hiring of associate team members with the appropriate skills.
- Supports a departmental orientation program for associates to receive the appropriate new hire training to successfully perform their job. Ensures associates are cross trained to support successful daily operations.
- Uses all available on the job training tools for associates; supervises on-going training initiatives and conducts training when appropriate.
- Communicates performance expectations in accordance with job descriptions for each position.
- Participates in the associate performance appraisal process, providing feedback as needed.
- Establishes and maintains open, collaborative relationships with associates and ensures associates do the same within the team.
- Must be able to work a flexible shift to include holidays weekends and rotating shift.
- Must be Management ServSafe certified
- A culinary degree and/or formal training is strongly preferred.
- Physical Requirements:
    - Must be able to lift, push, pull and carry moderate weight. Must be able to walk/stand for extended periods of time, with frequent bending and twisting. Must be able to utilize culinary tools (knives, commercial equipment, etc.) and taste/smell.
- Working Environment:
    - Interior of hotel in restaurant and kitchen areas with exposure to humidity, steam and extreme temperatures.
    - Exposure to hazardous cleaning chemicals.