

Terms of Reference for Chef

Position: The Chef is responsible for the culinary operations of the restaurant. He / She is responsible for menu planning, food preparation, quality control, and kitchen management.

Responsibilities:

- a. **Menu Planning:** The Chef will develop and update the restaurant's menu, considering customer preferences, seasonal availability of ingredients, and cost-effectiveness. He / She will create innovative and appealing dishes while ensuring a well-balanced selection of appetizers, main courses, desserts, and beverages.

- b. **Food Preparation:** The Chef will be responsible for food preparation, ensuring that all dishes are prepared to the highest standards of taste, presentation, and food safety. He / She will train and guide the kitchen staff in proper cooking techniques, portion control, and plating.

- c. **Quality Control:** The Chef will maintain strict quality control measures to ensure consistency and excellence in food quality. They will conduct regular inspections of ingredients, monitor food storage conditions, and enforce health and safety regulations in the kitchen.

- d. **Kitchen Management:** The Chef will oversee the day-to-day operations of the kitchen, including scheduling staff, managing inventory, and maintaining kitchen equipment. He / She will ensure that the kitchen operates efficiently and smoothly, with minimal waste and maximum productivity.

- e. **Staff Training:** The Chef will train and mentor kitchen staff, providing guidance on food preparation techniques, kitchen safety, and hygiene practices. They will conduct regular performance evaluations and provide feedback to improve the skills and performance of the staff.

- f. **Cost Control:** The Chef will work closely with the management team to control food costs and maintain profitability. They will monitor ingredient prices, portion sizes, and kitchen waste to minimize expenses while delivering high-quality dishes.

g. Collaboration: The Chef will collaborate with other departments, such as the front-of-house staff and management, to ensure smooth operations and excellent customer service. They will communicate effectively with the waitstaff to address customer feedback, accommodate special dietary requests, and maintain a positive dining experience.

Qualifications:

a. Culinary Expertise: The Chef should have a strong background in culinary arts, with in-depth knowledge of various cooking techniques, flavor profiles, and international cuisines. They should stay updated with the latest food trends and techniques.

b. Experience: The Chef should have several years of experience in a professional kitchen environment, including a track record of successfully managing a team. Experience in high-volume restaurants or fine dining establishments is preferred.

c. Leadership Skills: The Chef should possess excellent leadership and communication skills to effectively manage and motivate the kitchen staff. They should be able to delegate tasks, provide clear instructions, and maintain a positive work environment.

d. Creativity: The Chef should have a creative mindset and the ability to develop new and exciting menu items that align with the restaurant's concept and target audience. They should have a passion for culinary innovation and a willingness to experiment with flavors and ingredients.

e. Organizational Skills: The Chef should be highly organized and able to handle multiple tasks simultaneously. They should have strong time management skills and the ability to work under pressure in a fast-paced environment.

f. Food Safety Knowledge: The Chef should have a thorough understanding of food safety and sanitation practices, including HACCP (Hazard Analysis and Critical Control Points) guidelines. They should ensure that the kitchen operates in compliance with local health department regulations.

Reporting: The Restaurant Chef will report directly to the Restaurant Manager or General Manager, providing regular updates on kitchen operations, menu changes, and staff performance.

These terms of reference outline the key responsibilities and qualifications expected from a Restaurant Chef. They serve as a guideline for the position and can be adapted to suit the specific needs and requirements of the restaurant.

Closing Date of Application: 17 January 2024

Interested candidates should forward their comprehensive CV to hr@nampa.org

Or hand deliver at Corner of Keller and Eugene Marais Street, (opposite National library/achieve), Windhoek.

Only short-listed candidates will be contacted. No documents will be returned