

LEAD CHEF

Market Organics is seeking a full-time, motivated and inspiring Lead Chef to join their kitchen team.

Given that we have a highly motivated team and extremely high standards, we require our leaders to not only maintain impeccable work standards for their own work but also for the staff that they supervise

We strive to maintain a respectful and cooperative working environment and we offer a competitive compensation package, employee discount, and regular access to industry-related training.

Responsibilities:

- Follow proper financial management procedures as directed by management
- Implement, record and review cost of goods
- Implement, record and review labour costs
- Closely monitor weekly sales and follow food trends
- Prepare nutritious and wholesome food
- Lead, support, train and supervise kitchen team and ensure they adhere to Market Organics policies
- Order and receive all kitchen inventory following proper controls
- Prepare and maintain audit documentation, including order guides, standardized recipes, prep-lists and checklists
- Provide feedback to employees and quarterly performance evaluations
- Cleaning duties including sweeping, mopping and overall kitchen equipment maintenance
- Communicate regularly, clearly, and respectfully with your staff
- Resolve conflicts in a timely manner following company guidelines
- Maintain knowledge of all kitchen products
- Ensure adequate staffing at all times for optimal functioning of both the budget and the department
- Ensure the team is adhering to the break and shift schedule
- Approve of and create new menu items as needed
- Reinforce food handling etiquette and department cleanliness
- Reinforce store policies and Code of Conduct (with HR support and guidance)
- Help with promotion or event marketing (with support of marketing department)
- Work together with upper management to ensure department needs or challenges are promptly attended to
- Closely monitor refrigerated equipment
- Maintain job-related confidentiality at all times

- Be an impeccable role model for all co-workers/direct reports
- Maintain a safe work environment
- Ensure stocking and ordering are within budget and closely monitored
- Maintain departmental email communication
- Conduct regular staff meetings
- Create bi-weekly staffing schedule in coordination with Store Manager
- Conduct performance reviews as per schedule
- Participate in the interview process in collaboration with the store manager and HR
- Follow-up on recalls in a timely manner
- Order, receive and maintain quality assurance with all products
- Follow-up on customer's requests/concerns
- Track daily/weekly/monthly sales
- Create and maintain a financial report and ensure labor hours remain within a certain percentage of sales for the department
- Ensure write-offs are disposed of properly
- Order supplies when needed
- Work cooperatively and efficiently with all associated companies
- Willingness to work weekends, mornings, evenings
- Ensure proper allergen product labelling and packaging is used and accurate
- Willing and able to expand product output for external events
- Develop and implement plan to expand product availability at associated companies

Qualifications:

- Minimum 5 years in a leadership role in a similar café /restaurant kitchen
- Minimum 1 Year College Certificate in related program
- Safe Food Handling Certificate
- Strong knife and cooking skills, baking skills are an asset
- Positive attitude with ability to motivate others
- Work independently and with minimal supervision
- Develop new menu items and menu schedule
- Develop menu items with alternative options – vegan, gluten free
- Proficient in Microsoft Excel and Word
- Valid CPR and first aid certification required
- Valid driver's license

Other important attributes:

- Physical strength (ability to lift up to 50 lbs)
- Attention to detail
- Passion for organic food and healthy lifestyle an asset
- Ordering and receiving experience an asset
- Enjoy working at a fast pace
- Excellence in customer service

Essential Job Tasks:

- Must be able to stand and walk for extended periods of time.
- Must be able to bend and stoop to grasp objects.
- Must be able to squat, bend and twist neck and waist, and reach above and below shoulders.
- Must be able to lift objects and bend.
- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation needed.
- Environmental exposure to extreme temperatures (ovens, coolers, freezer, outdoors, etc.)

Market Organics is an equal opportunity employer. Accommodation is available for applicants selected for an interview.

Market Organics is a values-led company with a deep commitment to serving our community. Members of our team are expected to adhere to and champion our corporate philosophy at all times. For more on our company, please refer to our website at www.marketorganics.ca.

*To apply for this position, please send a detailed resume and cover letter to:
hr@rainbowfoods.ca*