



Banquet Chef – Catering at the Zoo

Position Description: The primary duty of the Banquet Chef is to oversee and direct the menu preparation and execution for Catering at the Zoo events. Must lead by example and guide the team in a professional demeanor.

Position Classification: Part time, seasonal non-exempt; Employment offer conditional on criminal background check

Responsible to: Food Services Manager
Oversees: Kitchen Utility and prep staff

Essential Job Functions:

- Functions as the lead for the preparation and execution of the banquet event order
- Ability to create and execute recipes, adjusting as necessary
- Maintain and follow all food handling guidelines in accordance with Department of Health regulations; ensures that others do the same
- Maintains sanitary conditions of equipment and work area in line with Department of Health regulations
- Evaluate food before serving to ensure quality of taste, consistency and visual presentation
- Assists with inventory management and ordering to ensure proper rotation and availability of all ingredients as needed
- Collaborate in menu planning to accommodate seasonal availability and dietary needs
- Assist in the planning and facilitation tasting sessions for clients
- Support the Food Services Manager in maintaining kitchen and all equipment at a level to meet or exceed regulations for safety and sanitation
- Oversee kitchen utility and prep staff in tasks and direction
- Manage, as needed, closing duties including end of day kitchen inspection
- Performs other duties as assigned
- Adheres to Zoo policies and protocols

Desired Training/Experience:

- Culinary degree/certification or 2-3 years of directly related experience,
- Mastery of cooking terminology and ingredients
- Understanding of Health and Safety standards/laws

Skills/Knowledge Required

- Strong communication skills, must be adept at directing/instructing others
- Committed to quality of product and service
- Respects others, must employ strong team skills
- Demonstrates flexibility and self-motivation; Organizational skills
- Able to lift moderate to heavy items (50 – 100 pounds)
- Shifts include days, nights, late nights and/or weekends and holidays
- Requires standing, walking and lifting heavy items
- Working hazards include, but not limited to, hot surfaces, wet floors, hot grease and sharp object

Approved: December 2017

Employee's Signature

Date