



Assistant Manager – Kitchen, Bangbelly Cafe

Full Time, Contract (5 months May 2019 to October 2019)

Compensation

\$15/ hour + Tips

Reports To

The Café Manager and Business Owners.

Job Overview

The Assistant Manager (Kitchen) is responsible for assisting with the operational activities of Bangbelly Café. Reporting to the Café Manager, the role includes, but is not limited to, cooking and preparing food, maintaining standards of quality and consistency, as well as issues pertaining to staff, vendors & suppliers, ordering. The successful applicant will be an organized, highly motivated self-starter, capable of effectively prioritizing.

Responsibilities and Duties

- Supervise Kitchen staff.
- Assist with scheduling issues according to café requirements.
- Maintain positive relationships with vendors and suppliers.
- Prepare and cook food items for café service.
- Help to maintain operational standards with regards to consistency and quality of food.
- Track and perform ongoing supply and inventory assessments.
- Place orders for all Kitchen needs according to regular inventory assessments.
- Assist with ongoing back of house duties as required.

Qualifications

- Culinary Degree or Diploma a plus.
- FoodSafe Handling Certification required.
- Previous industry, or management experiences an asset.
- 1-3 Years of kitchen experience in fast paced environment required.
- Experience with vendor relationships and product ordering a plus.
- Must be computer literate with a strong understanding of Word and Excel.
- The ideal candidate will be driven, independent and able to prioritize & manage multiple assignments.
- Fully Graduated Driver's License a plus.
- The candidate must be able to stand for long periods of time, and must be able to safely lift 50 lbs unassisted.