

POSITION profile



Sheraton
CAVALIER CALGARY HOTEL

Position	Banquet Chef
Function	Plan and oversee day to day banquet culinary operations.
Responsibilities	<ul style="list-style-type: none">• Prepare and cook meals for banquets including pastries, sauces, soups, salads, vegetables, meat, poultry and fish. Accommodating special dietary requirements.• Create decorative presentation displays and assist in plating during functions.• Requisition food and kitchen supplies and ensure areas are adequately stocked with items necessary for meal preparation during shift.• Ensuring cleanliness and food service standards are adhered to.• Assist Executive Chef in the planning of menus.• Instruct and supervise banquet cooks in preparation, cooking and presentation.• Perform daily inspection of work area and equipment to ensure all is in working order, and complete work orders for equipment in need of repair.• Assist Executive Chef in developing safe work practices for banquet cook positions.• Assist in training of apprentices and banquet cooks.• Assist Executive Chef with information for evaluation of apprentices & banquet cooks.• Ensure proper receiving, storage (including temperature setting) and rotation of food products so as to comply with health department regulations.• Be aware of the need for strict security regarding the guests and their property, reporting any suspicious incidents to management.• Be aware of the procedure and precautions regarding fire, health and safety.• Perform all duties in a safe manner according to established safe work practices.
Qualifications	<ul style="list-style-type: none">• Culinary certification through a recognized institution.• Minimum 5 years culinary experience within a high volume operation.• Minimum 2 years mid to senior level culinary experience, including banquet preparation experience.• Working knowledge of municipal health standards for kitchen operations.• Proven leadership track record with the ability to train and motivate staff.• Experience in menu preparation, food costing and quality control.
Hours of work	Days of the week vary according to business levels. Shifts between 5:00am - 11:00pm
Reports to	Executive Chef / Sous Chef