



## BARGERSVILLE - HEAD CHEF / EXECUTIVE CHEF

### **Full Job Description:**

Taxman Brewing is currently looking for a Head Chef of its Bargersville Gastropub and Brewery location. The Head Chef position is highly demanding and requires managing a variety of tasks both culinary and managerial. This position works hand in hand with the General Manager and Kitchen Manager. The head chef has operational oversight of the kitchen and is directly responsible of the quality and timeliness of all kitchen output. This position requires a great deal of flexibility as no day is identical to the other. The head chef establishes new menu items, completes all raw material product purchasing, as well as supervising staff during the kitchen's working hours. The individual must be able to perform in a high volume kitchen, demonstrate good communication and leadership skills, and be able to calmly handle stressful situations.

### **Key Responsibilities:**

- Produce diverse menus in accordance with the Taxman's farm-to-table vision and rollout new menu quarterly
- Establish recipes for all menu items and work with kitchen manager to establish prep standards for all items
- Organize new recipes, pricing out new menu items and establishing appropriate menu prices for new items
- Ensure that all food and products are consistently prepared and served according to the restaurant's recipes, portioning, cooking, and serving standards
- Oversee execution of daily cleaning schedule to ensure kitchen equipment is clean and in good condition and alert kitchen manager of any malfunction before it affects the staff or flow of service
- Take daily inventory and place orders with food vendors; submit monthly inventory to CFO for review
- Establish the weekly kitchen schedule with consideration to payroll budget and publish two weeks in advance
- Ensure kitchen is adequately staffed and arrange for interviewing and hiring as needed
- Organize on-boarding experience and training shifts for new hires and coordinate training with kitchen manager
- Be knowledgeable of restaurant policies regarding personnel and administer prompt, fair and consistent corrective action for any and all violations of company policies, rules and procedures
- Complete bi-annual employee performance evaluations and communicate feedback to employees
- Ensure adherence to established cleaning checklists and standards
- Review weekly private events and make staffing updates as needed to properly execute events, communicate with kitchen manager to ensure proper prep is scheduled for all private events

13 S. Baldwin St, Bargersville, IN 46106



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**Key Evaluation Metrics:**

- Food Cost of Goods Sold must meet or exceed operating plan
- Documentation of all new menu item recipes
- Complete daily inventory and place orders to meet par level for raw materials
- Daily kitchen related food comps must meet or exceed operating plan
- New hires are properly on-boarded and trained
- Kitchen staffing cost must meet or exceed operating plan
- Provide efficient ticket times
- Cleanliness that always exceeds Board of Health Standards

**Availability:** Monday to Friday, Weekend availability

**Job Type:** Full-time

**Pay:** \$50,000.00 - \$60,000.00 per year

**Benefits:**

- Dental insurance
- Employee discount
- Flexible schedule
- Health insurance
- Vision insurance

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