

Lead Cook (Hotel Lakeside Dining Room) 2020 – Seasonal, hourly-non-exempt



Lakeside Chautauqua | 236 Walnut Ave., Lakeside, OH 43440 | lakesideohio.com | employment@lakesideohio.com

SUMMARY

This is a seasonal position with varying day and evening hours based on restaurant demands. This individual works closely with the Director of Culinary Services in a fast-paced environment as head of the Hotel Lakeside Kitchen team and is dedicated to providing an exceptional culinary and dining experience to guests. The Lead Cook reports directly to the Director of Culinary Services and is expected to work weekends and holidays.

Cooks in the Hotel Lakeside Kitchen work together as ONE KITCHEN, where cooks are cross-trained and work in multiple positions, such as Prep Cook, Line Cook, Garde Manger, Baker and Expeditor. A cook's willingness and flexibility to cross-train in the kitchen allows one to learn and excel in multiple positions within the kitchen, thus increasing their own culinary knowledge and expertise.

From European-style continental breakfast buffet to afternoon tea service and plated dinners, the Hotel Lakeside Dining Room's scratch kitchen excels in serving delicious food made from the best ingredients using classic cooking techniques. Cooks may work in multiple food service venues at Lakeside Chautauqua, such as the Hotel Lakeside Kitchen, the Fountain Inn Kitchen or Hotel Lakeside Courtyard.

To perform this job successfully, the individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

ESSENTIAL DUTIES INCLUDE, BUT ARE NOT LIMITED TO:

Support the Director of Culinary Services

- Assist in scheduling Kitchen Team: Cooks, Dishwashers, Bakers
- Completely understand all policies, procedures, standards, specifications, guidelines and training for all Hotel Lakeside dining venues, such as daily dining room service, special events, courtyard service and daily Continental Breakfast buffet service
- Enforce all policies and procedures with Hotel Lakeside Dining Room Kitchen staff
- Fill in where needed in the kitchen to ensure standards and efficient operations are met daily
- Assist in training Kitchen staff

Food Preparation & Cooking

- Ensure that all food and products are consistently prepared and served according to the restaurant's recipes, portioning, cooking, plating and serving standards
- Produce food on a day-to-day basis for breakfast, lunch, dinner, special events, afternoon teas and crew meals
- Perform all assigned cooking tasks within time allotted

Inventory Control

- Assist in loading, handling and proper storage of food and related items
- Ensuring proper rotation of perishable and non-perishable food items
- Monitor inventory levels

Cleaning

- Help maintain the cleanliness of Hotel Lakeside Kitchen, Fountain Inn Kitchen and equipment
- Assist in washing dishes as needed or as assigned

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Communication

- Able to take direction well and work as part of a team
- Must be able to read, write and speak effectively
- Effectively communicate with manager, back-of-house and front-of-house staff
- Maintain positive attitude while working in hot, fast-paced and stressful environment
- Uphold Lakeside Chautauqua's mission statement, personally representing its goals and values at all times while on the Lakeside grounds, creating a pleasant and memorable stay for guests

Culinary Skills (preferred but not required)

- Culinary terminology knowledge
- Understanding of classical cooking techniques
- Kitchen math skills
- Knife skills
- Garde Manger skills

EDUCATION REQUIREMENTS

High school diploma or GED is required. Additional culinary training preferred . ServSafe Certification preferred.

PREVIOUS EXPERIENCE

Minimum 3 years of experience in commercial kitchen production. Minimum of 1 year management work experience.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to speak effectively with guests and co-workers.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to stand; walk; use hand to finger, handle, or feel; reach with hands and arms; stoop, climb or balance; specific vision, depth perception, and ability to adjust focus. Must be able to lift up to 20 pounds. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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FOR MORE INFORMATION, PLEASE CONTACT

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Please note: this job description is a work in progress. It may change with experience and input from key staff members. Other duties may be assigned to or deleted from this position as needed.

Hotel Lakeside Lead Cook Signature

____/____/____
Date

Director of Culinary Services Signature

____/____/____
Date