

Position: HEAD CHEF

Roles and Responsibilities

- Assist the day-to-day operation of the kitchen department.
- Ensure that kitchen activities operate in a timely manner.
- Provide support to juniors with various tasks including line cooking, food preparation and dish plating.
- Determine the quality and quantity of food materials to be purchased and prepared.
- Keep close supervision over all materials used with a view of eliminating waste and spoilage, especially meat, fish products, etc.
- Responsible for the quality of all food prepared in the kitchens under supervision.
- Check constantly for taste, temperature and visual appeal. Make sure that all dishes are uniform and that established portion sizes are adhered to.
- R&D for collaborations.
- Ensure forecasting of requirements is up to date to ensure no out of stock supplies.
- Liaise with suppliers to ensure we have 1-2 alternative suppliers for all ingredients.
- Make suggestions to the dishes concerning improvements that would result in more satisfied customers and/or increase the volume of business or profit.
- Schedule working hours of the kitchen staff by taking into consideration the volume of expected business. Arrange staff for overtime if warranted by an unexpected business or release them earlier if the business is slow.
- Assign in detail specific duties to all staff under supervision and instruct them in their work.
- Conduct on the job training of new menus and upgrading existing skills of his immediate subordinates.

Job Requirements

- Minimum 5 years of relevant work experience (salary will commensurate with experience)
- Certificate in culinary skills or equivalent
- A high standard of personal hygiene and grooming
- Ability to multitask in a demanding environment
- Reliable and good team worker
- Basic Food Hygiene Certificate

To apply for this role, drop us your CV to careers@properconcepts.sg with the position you're applying for in the subject line and we'll get back to you within 1 - 3 working days.