



## **JOB DESCRIPTION**

**POSITION:** Sous Chef

**COMPANY:** Seedling & Sage

**REPORTING:** Executive Chef

Seedling & Sage Catering Co. is a modern farm to table catering company in Glenside, PA. High volume commissary kitchen that executes over 500 events per year off site ranging in size from 10- 1,000 guests. We are hiring an experienced Catering Chef to work in our commissary kitchen and at various event venues in the Philadelphia region.

### **Responsibilities:**

- Ability to follow recipes
- Adhere to company standards with presentation and portion size
- Maintain inventory of all kitchen items, assist with food orders
- Perform Daily Prep duties in efficient and safe manner
- Regular meetings with chef in planning weekly prep projects, staffing etc.
- Assist in training, supervising and counseling kitchen staff
- Understanding of financial aspects like food cost and labor budget
- Checking and ensuring kitchen staff are following daily tasks
- Executing tasks from Chef's daily notes
- Kitchen execution at offsite events like: kitchen setup, equipment set up and food plate up
- Provides excellent customer service to a wide variety of customers and maintains highest professional food quality and sanitation standards.
- Maintain the highest standards of food quality, presentation, sanitation and safety

**Language Skills-** Ability to read, write and analyze culinary publications, recipes, and banquet event orders (beos). Ability to effectively present information and respond to managers timely and effectively.

### **Requirements:**

- 3+ years of experience including high volume off site catered events for 200+ guests and execution of multiple events in one day
- Knowledge of various dietary restrictions, menus and allergies
- Must be able to lift 50+ pounds
- Ability to stand on feet for long periods of time
- Excellent knife skills a plus
- Nights, weekends and holiday work are required.
- May not conduct any personal catering jobs and must sign a non-compete
- Must have valid drivers license and a vehicle
- Serv-Safe certification a plus