

JOB DESCRIPTION

POSITION: Kitchen Assistant

The **Kitchen Assistant** (KA) is responsible for producing the daily lunch for the guest ski program. This person will be very food oriented and highly dedicated to helping address all the individual needs, special requests and stocking/inventory of the lodge food program.

The KA's role is to work closely with the kitchen team and be involved in all food related tasks. With time spent working alone or with a kitchen team member, the KA will strive to develop skills and knowledge in the kitchen setting.

With a strong understanding of guest expectations balanced with teamwork and excellent organizational skills, the KA will be a major part of the culinary team that is in place as the "go to" lunch expert in the lodge s/he is connected to.

Key Reporting Relationships

- Reports to the Lodge Manager
- In-depth working relationship with the Chef & Pastry Chef and on-going involvement with the Area Management team and CMH Area staff

Areas of Responsibility

Food Preparation

- Prepare and package the guest ski lunch and staff lodge lunch
- Participate in menu planning, ordering and receiving
- Play a major role in providing kitchen support when guests return from the field

Kitchen Responsibilities

- Be punctual and show attentiveness to kitchen timing
- Demonstrate tidy grooming and professional appearance(ie wearing clean whites in the kitchen)
- Show good kitchen skills (food handling, knife handling, meal plating)
- Understand and maintain accurate kitchen stocking and dry storage rotation

Guest/Employee Satisfaction

- Make solid effort to reach out to the guests to fulfill requests and gather feedback on food related items
- Work together with the kitchen team and other lodge staff to develop an interactive environment for guests and staff in the lodge

Safety/Regulatory

- Understand and follow all food safety standards
- Understand and demonstrate good kitchen safety practice
- Demonstrate safe workplace cleanliness
- Valid Food Safe Certificate