



### **Job Description - chef**

**Job Title:** Chef

**Department:** Kitchen

**Reports to:** Kitchen Manager

**Prepared Date:**

#### **Summary**

Perform essential duties as a Pizza Chef. Make pizzas from scratch, hand stretching fresh Italian style dough, cooking in a wood fired oven, and working with high quality ingredients. Ensuring that quality products and service are delivered to our customers meeting Oak Fire Pizza's standards. Comply with Oak Fire Pizza uniform, appearance, and operations standards as defined in the Operations Manual, Employee Handbook.

#### **Essential Duties and Responsibilities include the following:**

- Completing HACCP compliance records.
- Preparation and cooking of fresh pizzas on a 'make to order' basis.
- Completing closing duties, including kitchen cleaning, correct food storage and dough prep.
- Ensure cleanliness and tidiness of kitchen area.
- May include taking customers orders, answering the phone etc. when required
- Providing quality customer service by keeping order times accurate and organised.
- Work as a team and assist each other by being on time for their shift and supporting other workstations during their shift.
- Enhance the company's image by complying with uniform and appearance standards.
- Contribute to an atmosphere of teamwork, energy and fun.
- Accurately use the Clover till system, process cash, check and/or credit card transactions if required
- Ensuring that work areas are kept safe and clean and that they comply with health, safety and security standards at all times.
- Some minor admin - night lists, ordering etc.

## **Pay**

Your rate of pay will be €13 per hour while in probation. Once training has been sufficiently complete your rate of pay will increase to €13.75 per hour. Further pay increases will be subject to progression and target based achievements.

## **Position Qualifications.**

- Previous kitchen experience is essential.
- Previous knowledge of HACCP is necessary although further training on the systems in Oak Fire Pizza will be given.
- A good knowledge of the English language is essential.

**Competencies** are classified as the work habits, attitudes, personal characteristics, and behaviors that reflect how a person accomplishes the duties and responsibilities of his/her job.

- **Commitment to Task:** Demonstrates dependability and shows a sense of urgency about getting results; willing to commit the hours it takes to get the job completed; takes responsibility for actions and achieves results; overcomes obstacles.
- **Customer Focused:** Commits to meeting the needs and expectations of the organization's internal and external customers; builds and maintains a customer base; delivers a high level of customer service; searches continually for ways to increase customer satisfaction (i.e., customer feedback).
- **Flexibility:** Adapts and changes course of action when appropriate; effectively transitions from task to task; deals well with unresolved situations, frequent change, delays, or unexpected events; maintains objectives amidst shifting priorities.
- **Initiative:** Takes action proactively; addresses issues or opportunities without supervision; focuses on desired results and accomplishments; demonstrates clear purpose, enthusiasm, and a "can do" attitude.
- **Teamwork:** Works cooperatively with others to accomplish business goals and objectives; asks others for their ideas and opinions; supports team's decisions; contributes to the team's efforts.

## **Functional Skills.**

- **Physical Demands.**

While performing the duties of this job, the team member is required to use hands repetitively, stand for prolonged periods, walk, grasp firmly/strongly and simply/lightly with hands, and use fine finger dexterity. The team member is frequently required to bend over, twist, reach above shoulder level, crouch or stoop, kneel, repetitively use feet, and use head and neck in a twisting or static motion and to look up and/or down, push and/or pull, and lift and/or move up to 25kg. Occasionally, the team member is required

to sit, climb, balance, and lift and/or move over 25kg. If for any reason you are not capable of doing this you must inform your Manager.

- **Work Environment.**

While performing the duties of this job, the team member is required to work mainly indoors in various temperatures, in a noisy environment, near moving mechanical parts, with dangerous equipment or sharp tools, and around smoke and dust(flour).

**Additional Information**

- Must be able to work long hours, scheduled or unscheduled, which will include nights, weekends, and as emergencies arise.
- If also trained as a delivery driver, must have a valid driver's license.