



Sous Chef

Bartlett Park District

Contact Name: Catalina Rodelo

Contact E-mail: crodelo@bartlettparks.org

Contact Phone:

Closing Date: 2023-09-24

Salary: \$19.24 - \$21.64/hour

Description:

Interested applicants: Please apply online via the District's website: www.bartlettparks.org. Include Resume and Cover Letter. Applications due by September 24, 2023.

ABOUT US: The Bartlett Park District is a local government agency that provides 597 acres of beautiful parks and outstanding recreational opportunities for the residents of Bartlett, Illinois and surrounding neighbors. Major facilities of this Distinguished Accredited Agency and two-time National Gold Medal Finalist includes 43 parks, a community center, two aquatic centers, two golf courses, banquet facility, ski hill, athletic field complex, nature center, and more.

JOB SUMMARY: The Sous Chef is responsible for assisting in the management of food preparation for Villa Olivia restaurant and catering operations. The Sous Chef must be able to lead the food preparation operation in the absence of the Executive Chef. The Sous Chef must maintain a safe and sanitary work environment for staff. This is an at-will position.

DUTIES AND RESPONSIBILITIES: 1. Assist the Executive Chef with all aspects of kitchen operations. 2. Assist with the coordination and food preparation for the golf outings, banquets, parties and restaurant needs. 3. Ensure high quality food service for all patrons. 4. General responsibility for kitchen maintenance. 5. Assist with overseeing the preparation of food. 6. Responsible for receiving, storing, and proper handling of all food items. 7. Responsible for the set-up of the line. 8. Maintain sanitation standards to meet health department regulations and internal requirements. 9. Responsible for keeping kitchen area clean and organized at all times. 10. Observe and follow all Park District safety policies and regulations. The safety of staff and participants is a continuing responsibility of all employees. 11. The District encourages its employees to "take ownership" of the District. As such, it shall be the responsibility of all Park District employees to pick up litter throughout the buildings, grounds, and facilities of the District. 12. Attend professional educational conferences and workshops as they pertain to the position, within budget parameters, and with the Superintendent and Director's approval. 13. Perform other duties as assigned.

QUALIFICATIONS: Associate's degree from an accredited college or university with major course work in hospitality management, restaurant/food service management, or related field. Minimum of

two years of food preparation experience or any equivalent combination of education, experience and training is required. Must be in possession of, or have the ability to obtain a state of Illinois Food Service Sanitation Certificate. Must have the ability to organize, direct and review the work of food preparation staff.

SCHEDULE & PAY: This is a full-time, FLSA non-exempt position scheduled to work 40 hours/week with evenings and weekends as needed. Hiring range is \$19.24 - \$21.64/hour, DOQ.

BENEFITS OFFERED: In exchange for your time and talent, we offer a generous benefit package (including but not limited to): · Medical, dental, vision coverage and Life Insurance (basic and voluntary); · Pension defined contribution plan (IMRF) and optional 457 contribution plan; · Short and long-term disability and optional Section 125 Flexible spending account (FSA); and, Paid holidays, vacation time, facility discounts, and usage benefits.

The Bartlett Park District is an Equal Opportunity Employer.