



Kitchen Manager

The Kitchen Manager is responsible for managing the overall operations for the back of the house while maintaining a fun and friendly atmosphere for both customers and employees. The Kitchen Manager's primary responsibilities include preparing food, designing seasonal menus, ordering inventory, training and overseeing the Kitchen staff, and maintaining high standards of quality, safety and cleanliness. The Kitchen Manager will often be a customer-facing position, and he or she should be comfortable taking customer orders, answering customer questions, and delivering food to tables. This person should be willing to work a flexible schedule, including weekends and some holidays.

Duties & Responsibilities

Lead the daily preparation of soups, salads, sandwiches, and bar menu items as well as daily breakfast and evening specials, including vegetarian, vegan and gluten-free options.

Oversee a staff of up to 15 Kitchen employees and ensure all employees are effectively trained on current menu items, daily specials and deli service as well as the safe operation of kitchen equipment and cleaning and sanitation practices.

Work with management on the creation, pricing and implementation of four seasonal sandwich and salad menus.

Ensure all food is consistently prepared and served according to quality, proportion and cooking standards.

Set pars and order food based on specified quantities and needs as well as receive orders and ensure items are correct and of good quality. Work closely with the retail portion of the business on produce ordering and other orders involving overlapping product.

Control costs and usage by proper storage of products, adherence to established recipes and attention to waste control procedures.

Manage and direct the fulfillment of pre-orders placed for large events.

Work with management to streamline workflows, expand deli services, and increase the efficiency and volume of food service operations.

Ensure that all equipment is cleaned and well maintained. Responsible for managing cleaning schedules for deli/kitchen floors, walls, equipment and food storage areas.

Communicate with management on employee performance and assist management with the interviewing and hiring process for new Kitchen employees.

Complete any required paperwork, including but not limited to menu descriptions, cost reports and cleaning schedules in an organized and timely manner.

Qualifications

A passion for food, learning about food and products, and sharing that passion with both employees and customers.

A minimum of 5 years of experience in food service positions of increasing importance.

Demonstrated leadership ability, a proven work ethic, and strong organizational and decision-making skills.

Creativity with ingredients, resourcefulness and adaptability.

Exceptional customer service skills and a friendly personality.

Comfortable working in a small, fast-paced, customer-facing setting.

Excellent verbal communication skills.

Willingness to work for a start-up and a desire to grow with the business.

ServSafe Certification required.

This is a salaried position. To apply, please send a resume with a cover letter to contact@unionmarketva.com with **"Kitchen Manager Application"** in the subject line.