**Executive Chef Job Description**

**Duties Include:**

* Planning and directing food preparation and culinary activities
* Modifying menus or create new ones that meet quality standards
* Estimating food requirements and food/labour costs

**Job brief**

We are looking for a creative and proficient in all aspects of food preparation, Executive chef. You will be “the chief” and maintain complete control of the kitchen.

**Responsibilities**

* Plan and direct food preparation and culinary activities
* Modify menus or create new ones that meet quality standards
* Estimate food requirements and food/labour costs
* Supervise kitchen staff’s activities
* Arrange for equipment purchases and repairs
* Recruit and manage kitchen staff
* Rectify arising problems or complaints
* Give prepared plates the “final touch”
* Perform administrative duties
* Comply with nutrition and sanitation regulations and safety standards
* Keep time and payroll records
* Maintain a positive and professional approach with co-workers and customers