



Sous Chef St. Joseph's College University of Alberta

St. Joseph's College is a Catholic College affiliated with the University of Alberta. Its vision is to develop its identity in the heart of the University of Alberta, ensuring that the Catholic Intellectual Tradition continues to be promoted in higher education in Alberta and Canada. The College fulfills its mission by educating over 2,400 students per year through its course offerings, providing residences to 284 women and 63 men and offering a place for the university and surrounding communities to worship.

Reporting to the Director of Food Services (Director) the Sous Chef is responsible for all aspects of preparing, cooking and serving meals in the dining room as well as for the preparation of meals for catering and special events. The Sous Chef ensures that the kitchen, food equipment and dining area are kept in a clean and orderly fashion, that all health and safety requirements are met and that food and kitchen supplies are properly received and stored. With a goal of exceptional customer service, the Sous Chef creates a pleasant and welcoming environment for all guests, engages with them and endeavors to meet their dietary requirements. Working with the Director, the Sous Chef will assist in menu planning for regular meals and special events. In the absence of the Director, the Sous Chef is also responsible for the supervision of kitchen staff and the ordering of kitchen food and supplies as required.

The successful candidate will demonstrate the following knowledge, skills and competencies:

- High School Diploma or equivalent required.
- Minimum of 2 years' experience in a Sous Chef position in a high volume and commercial environment.
- Culinary Education Trade Papers, Red Seal or equivalent required.
- Certifications as required to comply with provincial regulations.
- Food Safe Certification.
- Has working knowledge of modified meals and dietary restrictions.
- Ability to satisfactorily communicate in English with guests, management and co-workers to their understanding.
- Ability to provide legible communication.
- Ability to compute basic mathematical calculations.
- Extensive knowledge of food handling and sanitation standards.
- Understanding of purchasing and maintenance of kitchen and diner equipment.
- Effective decision making skills.
- Strong problem solving skills.
- Ability to acquire and maintain relationships as a leader
- Knowledge of overall operations as they affect kitchen and diner and related areas.
- Effective influence skills.
- Ability to effectively manage labour productivity.
- Strongly demonstrated creativity in all areas relating to food.
- Excellent communication and interpersonal skills.
- Self-motivated, with a positive attitude and a consistent display of professionalism.
- Computer literate with MS Office applications.
- Innovative, detail oriented, and quality conscious.
- Ability to recognize, influence, and follow foodservice trends in preparation and presentation.
- Ability to exert physical effort in transporting equipment and wares.
- Ability to endure abundant physical movements in carrying out job duties.



Salary Range: Support Staff Level 7 \$45,736.60 - \$59,386.60. Full-time benefits package includes an employer matching 6% pension plan as well as a premium benefits plan through Sunlife.

Hours of Work: Kitchen is operational 6 AM – 7:30 PM, seven days per week. Hours of work will vary.

Applications: Interested applicants should submit a covering letter and resume, including three references, to St. Joseph's College, University of Alberta at sjcadmin@ualberta.ca no later than Monday February 29, 2020.