

THE FULLERTON

HOTELS AND RESORTS

Chef de Cuisine

The Fullerton Hotel Singapore/The Fullerton Bay Hotel Singapore

JOB RESPONSIBILITIES

- Foster positive thinking and motivation within all kitchens by giving active assistance and advice on more effective ways of running the kitchens.
- Plan activities, promotions and menu implementations according to the annual marketing plans, in conjunction with the Executive Chef and outlet F&B Manager.
- Ensure that all designated action points from daily briefings or other operational meetings are being followed by the individuals concerned.
- Guide Sous Chefs in decision-making and judgement.
- Ensure positive working relationships with non-Food and Beverage departments at all times.
- Be aware of and comply with all legislation affecting operations, including licensing regulations, health regulations and fire and safety regulations.
- Assist the Executive Chef in compiling the annual marketing plans and budgets.
- Ensure that disciplinary and grievance procedures are properly adhered to.
- Handle customer comments and complaints and take swift corrective action after consultation with the Executive Chef.
- Be responsible and accountable for the overall food cost.
- Identify opportunities to improve the efficiency of the operations.
- Assist the Executive Chef in constantly identifying opportunities to improve food cost through strategic purchasing, while upholding pre-determined quality standards.
- Strive to reduce energy consumption through awareness campaigns within all kitchens.
- Complete detailed checks of the entire kitchen operation during all service periods, taking necessary actions to correct any deviation from quality standards.
- Conduct weekly inspections of kitchen and restaurant, with appropriate follow-up action.
- Plan, coordinate and supervise all menu implementations in a timely manner.
- Assist in the preparation and control of daily and weekly market lists.
- Create and develop new dishes and recipes by keeping up with the latest market trends.
- Constantly strive to improve kitchen operating procedures.
- Have daily guest contact and relate guest comments, positive or negative, to the Executive Chef, with appropriate follow-up actions.
- Be fully responsible for the labour budget of the kitchen department.
- Propose and implement, new services and products for Hotel guests.
- Control manpower distribution throughout the assigned kitchen by overseeing the scheduling of all sections, and make suitable adjustments in anticipation of unscheduled business.
- Perform any other reasonable duties as required by the department head from time to time.
- Ensure maximum compliance to all FSS policies & procedures.

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JOB REQUIREMENTS

- Completion of GCE O-Level examination; or minimum of three years' related experience and/or training; or equivalent combination of education and experience.
- Ability to develop test recipes and/or techniques for food preparation/presentation.
- Working knowledge of Microsoft Excel, Microsoft Word, and Microsoft PowerPoint software programs.
- Working knowledge of the recipe costing process.
- Knowledge of catering, from menus and runners to set-up and breakdown procedures.
- Possesses knowledge of sanitation standards.
- Demonstrates teamwork and a focus on customer service.
- Demonstrates excellent communication skills.
- Knowledge of food inventory.

To apply for the above position, please send your full resume to careers@fullertonhotels.com.