



## POSITION DESCRIPTION

**Position Title:** Head Chef  
**Location:** Darwin, Northern Territory  
**Reports to:** Executive Chef

**This position is responsible for:** The position of Sous Chef is responsible for the overall success of the daily kitchen operations. This includes directing, implementing and maintaining all food related services and functions at Silks Darwin.

**Specific Responsibilities**

- Manage the efficient and effective operations of Breakfast, Lunch and Dinner services for Silks Darwin, as well as Functions and Events when required.
- Ensure food handling and sanitation standards as well as ensuring Hazard Analysis and Critical Control Plans (HACCP) are adhered to, managed and updated in accordance with regulatory requirements.
- Provide direction to all kitchen staff and ensure to set a high standard for food safety, preparation, service and presentation.
- Liaise with industry suppliers
- Maintain purchasing, receiving and food storage standards
- Rostering kitchen staff for all events
- Promote a positive and professional culture amongst kitchen staff.
- Additional duties as required.

**Essential Qualifications & Experience**

- Certificate III Commercial Cookery or similar
- Food Safety Supervisor certificate
- Minimum 5 years' experience as a Head Chef or above
- Experience with a range of service including a la carte, fine dining and degustation
- Experience in working at large events & functions.

**KPI**

- Ensure cleanliness of Kitchen and areas of service at all times.
- Ensure the practice Safe and Hygienic Food preparation procedures are adhered to at all times.
- Ensure any non compliance, injuries or incidents are reported to the Duty Manager and/or CEO in a timely manner.
- Manage and ensure the productivity of Kitchen staff.