

No phone calls please. EEO

Von Braun Center
Human Resources
700 Monroe Street
Huntsville, AL 35801
Attn: **HOH Supervisor**



Supervisor HOH (Heart of House) - Restaurants

Reports to: Chef de Cuisine of Restaurants

Selection: Application and interview process includes but is not limited to: Education, Oral Interview, Past Job Performance, Background Check, and On-Call Availability.

Nature of Work

The Supervisor HOH shift-leads, directs, trains and motivates a staff of employees to serve and present freshly prepared food and beverage services in a full-service restaurant with a roof top experience. The Supervisor ensures the needs of our guests, clients and all team members are met while espousing the values and goals of the Von Braun Center. The Supervisor promotes positive relationships with all team members, vendors, clients, community leaders and organizations. Work is performed in a full-service restaurant with a festive rooftop experience and catering environment. Work schedule is based on volume and includes a variety of days, nights, weekends, and holidays. Days off will vary. This is mainly a night position and requires the Sous Chef to close the kitchen operations on a regular basis.

Examples of Work

Works with culinary and service team to coordinate preparation of food in a full-service kitchen and restaurant environment. Many times, anticipated business and restaurant traffic flow is associated with other events in the VBC and the surrounding community. The Sous Chef must be able to consistently create a high quality from scratch menu while professionally creating harmony and thrive in an exciting high-volume load-up environment.

Physical Requirements

The position requires walking, stooping, lifting, ability to climb stairs, use general hand tools, push and pull carts, heated cabinets and operate small machinery. Candidate must be able to work quickly in a fast-paced environment and lift 30 pounds. Must be able to use a touch sensitive point of sale system.

Duties and Responsibilities

- Create and supervise a healthy, clean food environment that consistently prepares items according to the specified menus and as directed by Management.
- Assist Chef de Cuisine in planning, designing and coordinating initial and ongoing creative menus for the VBC Restaurant menu with the direction of General Manager.
- Assist with menus, service and direction of catered events as needed for the restaurant.

Qualifications, duties and responsibilities are subject to change without notice

Effective Date: September 1, 2019

- Supervises as directed by Management, trains, coaches skilled, semi-skilled and un-skilled workers engaged in the preparing, executing in a fast pace environment that is event driven with a variety of freshly prepared menu items.
- Provide proper, professional and consistent direction where all team members, guests and vendors feel valued and welcome.
- Create alternative options for vegetarian, vegan, gluten and allergenic guests as needed.
- Identifies, budgets, forecasts and controls labor costs, food costs, and other event related expenses.
- Ensure staff performs all duties in a professional and timely manner.
- Completes other work as assigned.
- Interact comfortably with clients and VBC staff using good judgment and tact.

Qualifications

- Culinary education and previous relevant experience leading a culinary team on shift required. All relevant experience is considered.
- Identifiable leadership skills that demonstrate the ability to train, motivate and direct skilled and unskilled labor to produce quality events.
- Identifiable communication skills that demonstrate the ability to interact with clients, facility staff and vendors in a positive manner in stressful situations.
- Verifiable education and experience that demonstrates the ability to write, use basic computer programs, interpret documents, evaluate financial information, and organize oneself and others.
- The ability to coach, counsel, and motivate a staff of employees to produce the work required without constant supervision.
- Candidate must be well versed with Office Products including but not limited to Excel, Word and designated POS System,
- Knowledge of Madison County Health Department rules and regulations as demonstrated by the attainment of a Serve Safe Food Manager's Certification within 90 days of employment scoring 80 or above.
- Knowledge of Alabama Beverage Control rules and regulations as demonstrated by the attainment of a Responsible Vendor Training Certificate within 90 days of employment.
- Knowledge of basic accounting principles including menu costing, event costing, event forecasting, price negotiation, and value principles is a plus.
- Must have a Valid Driver's License.
- Must be able to take direction and delegate responsibilities.