



**The Newport Reading Room
29 Bellevue Avenue
Newport, Rhode Island 02840**

The Newport Reading Room is a private members-only organization in the heart of Newport in a beautiful historic building. We provide a casual, elegant lunch Monday through Friday and host several special events throughout the year. Special events range from barbeques, hors d'oeuvre parties, and black-tie dinners. Our lunch menu changes weekly utilizing the freshest seasonal ingredients. We are a professional group committed to offering exceptional service to our members and their guests.

We are in search of a Sous Chef to assist our Head Chef. This is a year-round opportunity for an experienced and team-oriented individual to assist our Chef with daily lunch service and special events. The position of Sous Chef at The Newport Reading Room requires an individual to be professional in appearance, have a pleasant demeanor with both co-workers and members, have a positive attitude, and have excellent communication skills.

- Must possess strong culinary skills.
- Assists in the development of menus with the Head Chef for daily lunch and special events.
- Assist in the daily planning, prep, and execution of daily lunch service Monday through Friday in all areas of the kitchen.
- Assist in the planning and execution of special event cocktail parties and special event dinners scheduled throughout the year.
- Serve as "second-in-command" of the kitchen for daily lunch service and special events.
- The Sous Chef maintains the security of the kitchen including the equipment, food, and supply inventories.
- Consistently maintains standards of quality, consistency, presentation, and flavor of foods.
- Consults with the kitchen and dining service personnel during daily service.

Requirements

Must have a minimum of sous chef or line cook experience.

Must read and write in English.

Must have reliable transportation.

Must Possess a strong work ethic.

Must be willing to work cooperatively as part of a team.

Demonstrates professionalism in appearance and attitude and complies with employee policies.

Strong interpersonal, communication, and customer service skills.

Compensation:

Competitive Yearly Salary based on experience

Medical and Dental Insurance

Simple IRA Plan with Company Match

PTO

Chef Coats/Jackets Provided

Generous Holiday Bonus

Hours:

Monday 8:30 a.m. to 2:30 p.m.

Tuesday 9:00 a.m. to 3:00 p.m.

Wednesday 9:00 a.m. to 3:00 p.m.

Thursday 9:00 a.m. to 3:00 p.m.

Friday 9:00 a.m. to 3:30 p.m.

*2 to 3 nights/weekends per month are required for scheduled special events throughout the year.

Please email your resume and introduction to:

CLC@TheNRR.com

No phone calls, please.