



## EXECUTIVE SOUS CHEF

### **Join Our Team at Belmont Country Club:**

Belmont Country Club stands as a distinguished private country club, nestled just 20 minutes to the west of Boston. Our pristine championship golf course, cutting-edge clubhouse, top-tier Food and Beverage offerings, and premium amenities create an unparalleled experience for our esteemed members, valued guests, and dedicated team. At the heart of our operations lies an unwavering commitment to hospitality, setting us apart as a club and a team that pursues perfection in every aspect. Our culture is one of continuous learning and growth, as our teams comprised of both exceptional talent and experienced individuals. Join us in shaping the future of Belmont Country Club, where excellence meets opportunity.

### **Employee Mission:**

At Belmont Country Club, our employee mission is to curate the 'Belmont Experience' through the delivery of unparalleled hospitality, and the finest amenities, within a warm, inviting, and professional environment.

We are dedicated to crafting memorable moments, foraging lasting connections, and embodying a genuine sense of community and respect among our members, guests, and teammates.

We are unwavering in our pursuit of perfection and professionalism, ensuring that every interaction embodies our commitment to excellence.

### **Job Summary:**

The role of the **Executive Sous Chef (ESC)** is a hands-on position that involves close collaboration with the Executive, Banquet, and Pastry Chefs. The ESC will oversee daily production for both à la carte (Grille Room, Splash Bar, Tenth Tee) and banquet operations, ensuring adherence to the culinary standards set by the Executive Chef. In the absence of the Executive Chef, the Executive Sous Chef will assume the role of "Chef on Duty," placing a primary emphasis on a hospitality-centric approach that places the member experience as the top priority.

Working closely with the Executive Chef, the ESC will actively contribute to menu development, create specials, and coordinate themed events. Additionally, the ESC will serve as a culinary liaison, collaborating with front-of-house management and wait staff to provide training, conduct pre-meal walk-throughs, and ensure staff comprehension of the menu and culinary concepts.

The ESC will take the lead in managing daily and weekly ordering processes, ensuring appropriate par levels, product rotation, and freshness. This role will also oversee the receipt of products from vendors, verifying that they meet Belmont Country Club's quality and standards. In addition, the ESC will maintain monthly inventory records and oversee month-end inventory counts.

In partnership with the Executive Chef and Banquet Chef, the Executive Sous Chef will contribute to the management and execution of weekly brunches, BBQ events, and theme dinners. This involves upholding culinary standards while introducing variety in flavors, freshness, and seasonal offerings.

The Executive Sous Chef will have direct reports, including sous chefs, cooks, and dishwashers. In this capacity, the ESC is expected to foster a team-oriented environment, leading teams to work collaboratively and uphold the highest standards of excellence.

**Job Tasks:**

- Assume full responsibility for the kitchen in the absence of the Executive Chef.
- Maintain consistent standards in the quality, presentation, and flavors.
- Assist the Executive Chef in supervising and training employees, maintaining culinary, sanitation, and safety standards,
- Participate in menu planning for a la carte, banquet and special events.
- Oversee a kitchen staff of 12-20 culinary professionals ensuring adherence to standardized recipes and operating procedures.
- Inspect mise en place before service times and assess the presentation of food items to ensure compliance with quality standards.
- Report all member and guest complaints to the chef and actively contribute to resolving issues.
- Expedite food orders during peak service hours.
- Supervise, train, and evaluate kitchen personnel.
- Manage monthly inventories.
- Ensure appropriate staffing levels to maximize productivity and uphold high-quality standards while controlling food and payroll costs for optimal profitability.
- Provide recommendations regarding the maintenance, repair, and upkeep of kitchen equipment and facilities.
- Prepare reports, establish schedules, cost menus, and undertake other administrative duties as delegated by the Executive Chef.
- Work line stations as assigned by the Executive Chef.
- Assist in creating training programs and facilitating professional development opportunities for all kitchen staff.
- Collaborate with FOH personnel during daily line-ups.
- Assist in maintaining the security of the kitchen, including equipment and inventories of food and supplies.
- Coordinate buffet presentations.
- Monitor kitchen employees' time cards to ensure adherence to posted schedules.
- Suggest ideas for future goals, operational enhancements, and personnel management to the executive chef.
- Demonstrate consistent adherence to proper sanitation practices, including personal hygiene.
- Attend staff meetings.
- Perform other relevant tasks as assigned by the Executive Chef and/or Club Management

### **Required Skills**

- Three to five years previous experience as a Sous Chef in a high-level restaurant, resort, hotel, or country club.
- Strong time-management skills and multitasking ability; attention to detail and ability to work in a high-volume, fast-paced environment.
- Strong foundation in culinary techniques, including various cooking methods, flavor profiles, and ingredient combinations.
- Requires the ability to operate computer equipment and other food & beverage computer systems.
- Requires the ability to operate and utilize culinary production equipment and tools.
- Requires reading, writing, and oral proficiency in the English language.

### **Certifications**

ServSafe Certification (current)

### **Position Requirements**

- This role requires the ability to work on nights, weekends, and certain holidays.
- Ability to bend, squat, stand for long periods of time and lift 50+ pounds.
- 50-55 hours per week in peak season, Modified work week off season

### **Employment Benefits**

- Competitive salary, weekly pay.
- Comprehensive benefits package, including medical, dental, and vision
- Paid vacation and sick time.
- Employee funded 401(k) plan with competitive employer match.
- Eligibility for scholarship fund (extended to spouses and children)
- Golf Privileges

**Employment Type:** Full-time, year round

**Base Pay:** \$85,000/year

**Bonus:** This position is eligible for performance-based end of season bonus

Please send resumes and a cover letter to:

Mark Goldberg, Executive Chef  
Mgoldberg@Belmontcc.org