Turkey Jobs Expertini®

Commis 1-Banquet

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Company: RAFFLES	
Category: other-general	
Job Description	
SECTION ONE:	JOB OUTLINE
Job Title:	
Commis Trainee	
Department:	
Food & Beverage	
Division:	
Kitchen	
Job Band:	
Level ?	
Reporting Line:	
Reports To All	
Supervises:	
Other Relationships:	
All departments	
Job Summary/Purpose:	
Key Areas:	
1. Essential Job Functions	
2. Communications	

- 3. Hygiene and Food Safety Management
- 4. Cost Control

Special Note:

2. Communications

The attached key areas, responsibilities and activities reflect the items considered necessary to describe the principal functions of the job identified and shall not be construed as a detailed description of all the work requirements that may be inherent in the job. SECTION TWO: KEY AREAS

Position	Commis Trainee
RESPONSIBILITIES	5
ACTIVITIES	
1. Essential Job Fu	nctions
To have a thoro	ugh knowledge of the establishment's facilities and personnel involved
To be equipped	with good knowledge of food service techniques and menu contents
To be aware of	the hotel fire and safety and emergency procedures
To ensure that f	ood quality and standards are maintained at all times when preparing for
Restaurant and	banquet functions
To be responsib	le in keeping all refrigerators, freezers and general work areas tidy
To perform all d productive way	uties assigned by superiors to the best of his/her knowledge in the most
To make use of	stand recipe and presentation instructions whenever possible
To assist in food	stock taking as required
To adhere to all	rules and regulations set by the management
To ensure that r	nise-en-place is completed prior to service
To assist the Ch	lefs as required

To contribute and work as a team in the general operations of the kitchen(s), offering to assist fellow colleagues when required

To maintain a professional and friendly attitude towards guests during contact

3. Hygiene and Food Safety Management

To be acquainted and familiar with the use of all electrical and mechanical equipment in the kitchen and observes the safety precautions when handling them

To practice the hygiene and sanitation procedures set by the hotel when handling food

To ensure proper use and cleaning of equipment in order to prolong the use and prevent damage

4. Cost Control

To ensure that there is no wastage of food, paper supplies, electricity and water

To maintain strict control on food portioning and wastage, ensuring gross food profitability

SECTIONTHREE

JOB SPECIFICATIONS

Position	
CHARACTERIST	ICS

Commis Trainee

REQUIRED

ESSENTIAL

DESIRABLE

PHYSICAL

Physically fit

Clean and professional appearance

LANGUAGES

Oral and written fluency in Turkish & English

QUALIFICATIONS /

TRAINING

Culinary related certificates

Apprenticeship or any other culinary certificate/diploma preferred

WORK EXPERIENCE

Minimum 1 year in the culinary filed depending on position

Minimum 1 year experience in a Luxury Hotel an advantage

DISPOSITION

Character;

Leadership;

Relationships;

Potential;

To ensure a clean, professional appearance according to hotel's grooming standards

To report to duty in complete clean uniform and on time, as set forth by hotel's standards

Additional Information

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Cross References and Citations:

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Generated on: 2024-05-03 Expertini.Com