

HOTEL OPERATIONS

	Job Description		Effective:
POSITION TITLE	Cook	POSITION GRADE	
MANAGER'S TITLE	Chef Tournant	DEPARTMENT/DIV	F&B

POSITION SUMMARY

The Cook ensures a successful link between the Chef Tournant and the area of responsibility. His/her primary role includes a professional, hands-on approach, which involves: leading, training, and demonstrating exemplary culinary skills and knowledge. He/she is directly responsible for all culinary aspects in the kitchen and staff including inventories, set-up, preparation, food quality, breakdown, and sanitation. The Cook is accountable for ensuring all NCL policies, procedures, and recipes are followed consistently. He/she is responsible for documenting and communicating with the Chef Tournant and/or the Executive Chef's personal assistant in regards to variances, exceptions, and maintenance issues. The Cook is responsible to be prepared for additional culinary contingencies, which may occur within his/her outlet or in another outlet/venue.

In order to consistently exceed guest expectations and provide the highest levels of product and services, additional duties and responsibilities may be assigned as needed.

NCL'S PHILOSOPHY OF *S.T.Y.L.E.* – Service Teamwork and Yes Lead to Excellence

In accordance with Norwegian Cruise Line philosophy, all team members work together sharing in a common goal of a successful, profitable and innovative company. Team members are to demonstrate integrity, fairness and honesty. These are our core values that we will live by in our daily interaction with all of our external and internal customers. All team members are to demonstrate and role model all the principles of *S.T.Y.L.E.*

PRINCIPLES OF STYLE

Service, Value, Innovation, Shareholder Value, Health/Safety/Environment, Community Involvement

MOTTO

We are selling vacations and delivering dreams

ESSENTIAL FUNCTIONS

- Provide leadership to area of responsibility
- Ensures all food is prepared fresh and is of the highest quality
- Strictly adheres to all recipes, methods and instructions from supervisor
- Continually trains, coaches, and recognizes team members to improve food quality and meet budget expectations while motivating team members
- Arrives on-time in clean uniform
- Maintains an organized and efficient flow of production, with regards to changes in forecasts and menus
- Responsible for mise-en-place, and food service for production area
- Consistently checks food handling and storage procedures while training team members to do the same
- Assists Chef Tournant in documenting and maintaining a waste log to improve

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	<p>forecasting and production models</p> <ul style="list-style-type: none">• Assists Chef Tournant in adjusting daily requisitions to reflect trends and forecasts• Completes daily walk-thru upon arrival to outlet to ensure equipment is in good repair and outstanding safety and sanitation issues have been resolved• Conducts daily walk-thru prior to leaving to ensure cleanliness, rotation, and proper labeling of all food items, proper storage of all food items, proper removal/disposal of leftover item to crew mess, buffets, etc.• Actively participates in daily focus meetings with team members to ensure communication and daily expectations• Maintain USPH/FDA standards for outlet• Inventory and ordering of all food items• Reconciliation of items upon receipt• Assists Chef Tournant in adhering to budget constraints in regards, to labor, product, and equipment• Assists Chef Tournant by completing and delivering of all reports, documents, and other items requested by supervisor to the chef's office/personal assistant. <p>Must be familiar with the Safety and Environmental Protection Policy and the SEMS, and carry out the policies and procedures appropriate for his/her position.</p>	

DIMENSIONS

- Ability to read, write, and communicate with team members
- Ability to follow standards recipes and convert quantities mathematically
- Ability to taste all foods to assure correct preparation
- Demonstrate a sense of urgency

NATURE AND SCOPE

Hands-on attitude, leads by example! Always goes the extra mile to ensure passenger satisfaction.

QUALIFICATIONS, EDUCATION AND ATTRIBUTES

QUALIFICATIONS

- Strong knowledge of all basic cooking techniques
- Ability to roast, broil, braise, sautee, fry, and grill (including breakfast items)
- Ability to work in production or line capacities or a combination of both
- Ability and flexibility to be continually rotated do different stations in accordance with business demands
- Basic knowledge of cold food production including handling and preparation of salads, dressings, sandwiches, and hors d'ouerves
- Basic comprehension of composition, structure, and quality factors of meats, game, poultry, fish, and shellfish
- 1+ year of experience on cruise ship or high volume hotel/restaurant

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<ul style="list-style-type: none">• 1+ year of experience of hot production supervisory position• 2+ years of culinary experience (may be combined with formal culinary training) <p>EDUCATION</p> <ul style="list-style-type: none">• High School Diploma or Equivalent• Culinary School 2-4 year degree or foreign equivalency <p>ATTRIBUTES</p> <ul style="list-style-type: none">• Proactive, Team Player, Problem Solver• Passionate about hospitality and customer service driven• Must have a professional appearance and good hygiene• Respect for all co-workers and guests• Pride in your work by creating positive energy, excitement and fun• Able to work 7 days a week• Demonstrate positive behaviors; smiling, being polite and courteous• Able to develop a camaraderie with team members• Ability to live in close quarters, share limited space with other cabin-mates		

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PHYSICAL REQUIREMENTS

- While performing the essential functions of this job, all team members are required to stand; walk long distances on the ship; use hands to touch, handle or feel; reach with hands and arms; talk or hear and taste or smell. All vessel positions require repetitive motion of bending, climbing, going up and down stairs and lifting more than 25 pounds. This job requires specific vision abilities to include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- All team members must be physically able to participate in emergency life saving procedures and drills. All vessel positions require full use and range of arms and legs as well as full visual, verbal and hearing abilities to receive and give instructions in the event of an emergency including the lowering of lifeboats.
- Work within different temperature changes—indoors to outdoors.
- Able to pass basic safety course.
- This is a minimal description of duties. Other work requirements may be necessary and assigned as business or maritime law dictates.