



PENH HOUSE
& JUNGLE ADDITION

Two-Oasij Hotel

JOB DESCRIPTION

TITLE	EXECUTIVE CHEF/ F & B MANAGER
DIVISION/DEPARTMENT	FOOD & BEVERAGE
HOTEL	PENH HOUSE & JUNGLE ADDITION
REPORTS TO	GENERAL MANAGER

JOB SUMMARY

To manage and control the kitchen, restaurants, Bar, in the hotel.

Duties and Responsibilities

- Good communication of English language and Computer Skill
- Good grooming Standards
- Manager western food team for kitchen
- Comply with all health, Q C and safety regulation and staff code of conduct
- Plan and Create Menus for restaurant customers, buffet menu and canteen staff menu and promotion
- Have good food cost knowledge and be able to manage recipe
- Train all kitchen western food team @one time per week and steward
- Ensure and schedule that high standards of sanitation, cleanliness and safety are maintained at all the times \
- Purchase food and manage stock according needs and daily stock check according to daily sales
- Daily Cost control with accountant and asset inventory
- Manage all staff and rosters
- Estimating costs and ensuring all purchases come within budget

Job Requirements

- At least 3-5-year Experience in cooking Asian and western food.
- At least 1-year experience in managing staff
- Knowledge in Asian and Western Food
- Problem Solving
- English and Khmer, Cross culture, Computer: Word & Excel
- Hygiene inspection skill / Management skills
- Good people skills /Good communication skills & Teamwork
- Pro-active and creative, High responsibility /Honesty
- Can work under pressure

ACKNOWLEDGEMENT

I have read the job description and understand the competencies required in my job as: EXECUTIVE CHEF/ F & B MANAGER

Name _____ Date: _____ Signature _____

REVIEWED BY	CHHAY CHANSINA	TITLE	HR & ADM COORDINATOR
APPROVED BY	FLORIAN GUERITHAULT	TITLE	GENERAL MANAGER