

JOB DESCRIPTION

Job Title: Commis

Department: Food & Beverage Kitchen

Location: Type location

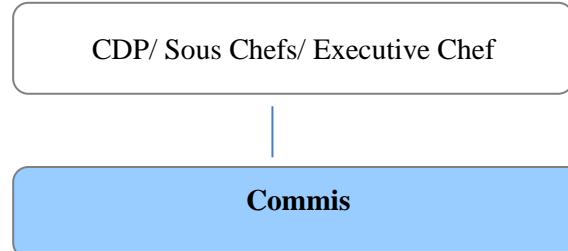
Date Created: December 2016

Date Revised: Type date

Job Purpose

- Contributes to guest satisfaction by:
 - Preparing all dishes in line with the supervisor's instructions
 - Helps deliver dishes
 - Respecting the food health and safety standards and procedures
 - Participating in the effective management of raw materials
- Learn and demonstrate understanding for quality points, production methods, taste profiles, correct presentation and recipes in the workplace

Reporting Lines



Primary Responsibilities

1- Professional techniques/ Production

- Creates and presents the dishes in lines with cooking instructions supervisor's instructions
- Adapts work to fluctuations in level of activity, to special events and particular guests
- Helps receive deliveries and tidies food items according to storage guidelines
- Is responsible for the high standard of all dishes prepared

2- Management and administration

- Follows the cooking instruction & preparation processes to the letter
- Avoids wasting food items. Works to maximize profit and minimize waste, errors & spoilage
- Helps with inventories

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3- Hygiene/ Personal safety/ Environment

- Ensures the workplace remains clean and the safety of consumable goods by always respecting HACCP principles
- Respects the instructions and safety guidelines for all equipment used
- Applies the hotel's security regulations (in case of fire etc.)
- Respects the hotel's commitments to the "Environment Charter" (saving energy, recycling, sorting waste etc.)
- Learns and follows hotel SOP, standard recipes and supervisor's directives

Profile

Education / Professional experience

- Vocational diploma in food and beverage studies and/or anyone eager to work in the sector regardless of their education background, pending validation of their skills and motivations

Skills/ Qualities

Pullman, in style upscale hotels connecting performance with enjoyment
Pullman Hotels & Resorts strike the perfect balance for a new generation of hyper-connected and sophisticated travelers. Whether connecting performance and enjoyment, efficiency and well-being, business and leisure – it's always patently Pullman.

*Our spirit of service, to be in-tune with our brand promise, is supported by 3 strong characteristics: **Drive, Open-mindedness, Forward-thinking***

I, _____ agree to perform the duties as set out in the above job description and will carry out those duties to the performance standards required.

Connector Signature: _____ Date: _____

Department Head: _____ Date: _____