

## OUR CULTURE

At The Club, we place great value on our sense of community, which we believe distinguishes us from other facilities. We aim to create “a home” where our Members can come together and feel a true sense of belonging. Maintaining strong mutual respect between our Members and staff is essential to us.



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We all share the responsibility of fostering a diverse, inclusive, and accountable environment where employees at The Club, regardless of their backgrounds or lifestyles, feel valued, respected, and supported. We seek to recruit individuals who are passionate about their work and committed to elevating The Club’s service standards as we uphold to create a workplace where everyone is encouraged to be authentic and grow together as a team.

If you believe you are who we are looking to join The Club family, you may send your CV to [careers@the-club.com](mailto:careers@the-club.com).



## COMMIS II

### Reporting to:

Demi Chef

Chef de Partie

Sous Chef

Executive Sous Chef

Executive Chef

### Role Overview:

A Commis II is responsible for the daily food preparation and duties assigned to meet the set standard and qualities whereby the role will include key responsibilities such as:

Your work will include but may not be limited to the following:

- To prepare, cook and serve food delegated as your responsibility, ensuring that the highest possible quality is maintained and that agreed standards for food preparation and presentation are met at all times under guidance from a senior chef
- Successfully performs daily kitchen tasks such as menu planning, food preparation, and inventory management to improve workflow and productivity
- Enhance kitchen restocking of items such as vegetables, meat, and fruits to cut down on costs and ensure accurate order delivery, leading to an increase in customer satisfaction
- Achieve a 5/5 rating on efficient order delivery as directed by the Chefs de Partie through timely and accurate responses to customer needs
- Adheres strictly to Club rules and instructions from the line managers and other immediate superiors.
- To maintain a high standard of specified work in accordance with the Executive Chef's instructions
- To monitor stock movement using FIFO all the time
- To aid in achieving food cost, kitchen standards and overall objectives
- To carry out daily and weekly procedures, including temperature checks, food labelling/dating and storage
- To remove any hazards and make safe any defects in the kitchen or its equipment and report any problems to the immediate senior chef
- To keep high standards of personal hygiene, clean uniform and overall camaraderie
- To adhere to company procedures in regards to temperature checks, food labelling and dating, cleaning schedules and hygiene regulations at all times ensuring that all records of such are maintained.

- To be punctual for work and report directly to the manager on duty on arrival in the kitchen.
- To have an understanding of menu planning and the importance of good stock management, and how this enables the kitchen to meet gross profit.
- To be familiar with the opening and closing procedures of the kitchen and carry them out as rotated
- To keep high standards of cleanliness in the section where employed, also to assist in any job regarding hygiene or cleanliness asked for by a senior chef
- To be fully aware of all hygiene controls and chemicals used in the workplace
- To attend all meetings and training sessions as required
- To comply with any reasonable request from your superiors
- To assist on other sections or help with other duties when the kitchen is short-staffed, in emergencies, and/or when a number of covers is required.

#### **Experience & Skills:**

- Knowledge and Skills – Ability to comprehend and carry out simple verbal or written instructions in English.
- Administration – To report for duty punctually and to understand and adhere to policies and procedures.
- General
  - o To perform any additional tasks as required
  - o To have knowledge and understanding of all services and products
  - o To maintain a positive attitude
  - o To have enthusiasm and possess excellent customer service skills
  - o To enjoy working with people and to possess a friendly personality
  - o To be a team player
- Injury – Normal care must be made to prevent minor physical injury to self and other colleagues.
- Supervisory – Regular monitoring and supervisory ability will be required when new team members have to be trained and oriented as per The Club's operational standards.
- Work Conditions – Office or outdoor environment, exposure to hazardous materials, loud noise or extreme heat/cold; essential physical requirements.
- External and Internal Relations – All primary concerns are kept within the department.

