VETERANS VILLAGE OF SAN DIEGO

https://vvsd.net/jobs/kitchen-manager11-09-21/

Kitchen Manager

Hiring organization
Veterans Village of San Diego

Employment Type
Full-time

Industry
Non Profit

Date posted
November 9, 2021

Apply
Send your Resumes and Cover Letter to:

hr@vvsd.net

Description

PURSUE YOUR PASSION, Not Just Another Job!

Veterans Village is looking for employees who want to make a difference in the lives of our veterans. They served us, now it's our turn to serve them! And we've been doing this for over 40 years!

We are seeking a dedicated **Kitchen Manager** who will be responsible for the operation of our kitchen, while also ensuring compliance to all our our contracts.

If you are committed to having a role in positive outcomes, this is the position for you!

Essential Duties and Responsibilities

- Develops minimum nutrition standards (in writing) and prepares meals that meet the minimum nutrition standards. Consults VAMC nutritionist and County nutritionist in establishing nutrition standards.
- Prepares monthly menu to be distributed to residents and posted for both staff and others.
- Assures meals are served at regularly scheduled times.
- Plans and supervises distribution of food during meals; safeguards foods within kitchen area.
- Coordinates the planning, preparation and serving of special events meals.
- Trains and Supervises all Kitchen staff
- Teaches general food handling procedures, health standards, food preparation, serving and portion control, and kitchen maintenance to all kitchen staff.
- Sets work schedules and specific duties for kitchen staff, including cooks, residents on kitchen duty, students, community service workers and volunteers.
- Provides first line authorization of kitchen staff use of vacation and sick leave and reviews and approves bi-monthly timesheets.
- Prepares monthly budget to be submitted to the Chief Operating officer and the Finance Department.
- Orders, receives and stores all kitchen foods and supplies. Maintains inventory of all food and kitchen supplies, assuring a minimum one-week stock on hand.
- Works with vendors and donors to reduce food costs and improve quality.
- Assures all equipment is clean and in good working order.
- Supervises staff in periodic and preventive maintenance of kitchen equipment.
- Coordinates repair of equipment with Facilities Department, obtaining approval of repair expenditures.
- Works with Staff Nurse to ensure food is nutritious and healthy
- Is responsible for all phases of food service for VVSD's annual Stand Down, this includes but it not limited to: purchasing, inventory, food safety, quality and quantity of food, cleanliness of equipment, set up and tear down of

kitchen area
- Works with the KP Coordinator to ensure residents are accomplishing their duties as assigned.
- Other tasks as assigned

Qualifications

- Minimum of 3 years paid experience as lead chef or kitchen manager.
- Possess professional food handler's card.
- Possess a valid driver's license and have clean DMV record.
- Must be able to fluently read, write and communicate in English.
- Great customer service skills.
- Ability to treat residents with respect and civility.
- Ability to work with a diverse population.
- Comfortably, both mentally and physically, perform all aspects of job.

Physical Requirements:

- Ability to lift at least 50 lbs.
- Ability to stand for long periods, bend, stoop, reach, kneel, stand, crouch, climb and squat.
- Comfortably, both mentally and physically, perform all aspects of job.

Job Benefits

VVSD offers competitive pay and benefits including 12 paid holidays a year, paid vacation and paid sick leave, pension, health insurance, dental and vision plans.

Please Note:

• If you were a client of VVSD, you must have been out of all programs for a minimum of 2 years.

• Veterans Village of San Diego is an equal opportunity workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity, or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.