

#### RESOURCE LIBRARY - KITCHEN Kitchen Management

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## KITCHEN OPERATING STANDARDS

ALL KITCHEN AREAS	To maintain a well managed area with a motivated team, dedicated to creativity, quality, efficiency, cleanliness and sanitation.
ENVIRONMENT	<ul> <li>Adequate lighting in all back of the house and KITCHEN areas.</li> <li>Materials in all areas conform with, or exceed, Health Authority Guidelines</li> <li>High standard of cleanliness in back of house areas to be maintained.</li> <li>Health and safety hazards corrected immediately.</li> </ul>
FOOD PRODUCTION	<ul> <li>all staffs Must wear hats or hairnets</li> <li>Wash hands frequently.</li> <li>Two spoon method for tasting (no fingers)</li> </ul>
RECEIVE AND STORE FOOD	<ul> <li>Perishable items are stored within 30 minutes of receipt of order.</li> <li>All items are checked for quality.</li> <li>All food is stored in the designated place.</li> <li>All items are rotated</li> </ul>
CREAM PREPARATION	• Fresh creams & dairy products are used all the kitchen preparation.
FRESH FRUIT & VEGETABLE PREPARATION	• Fresh fruits & vegetables are used in all outlets.
SAUCES AND STOCK	• All SAUCES and STOCK are freshly made on the premises.
OUT OF STOCK ITEMS	• When a menu item is no longer available, it should be immediately noted on the board to inform the restaurant manager and service staff.

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# THATS THE WAY IN THE KITCHEN

### RESPONSIBILITIES

Acts on issues and concerns in his field of activity immediately

Works independently on the task assigned to each one

The working hours are in accordance with the established duty roster issued by the executive chef. Extra duty hours are expected if required

He is compelled to wear the assigned uniform at any duty hours

Present himself clean and proper in his jobs environment

Ensures proper handling of equipment, prevents loss, breakage and damage to assets and goods

Maintains his work environment clean and proper all the times.

Ensures proper standards of sanitation and hygiene.

Follows the correct production procedures according to the recipes issued by the executive chef

Keeps up to date with new methods.

To be team oriented and to be able to cope with high volume of business.

Carries out other duties that may from time to time be assigned to each one.

Participates in all activities from the kitchen.

We expect from you, efficiency in your job, to be honest to your supervisors and colleagues. To have a good attitude and to be willing to learn.