



**Title:** BOH Shift Lead

**Location:** Pickled Fish Restaurant

**Department:** Back of House at Pickled Fish

**Reporting Relationship:** CEO > Food and Beverage Director > General Manager > Executive Chef > Sous Chef > Shift Lead

**Supervisory Relationship:** Shift Leads > Hourly Staff

### **Elevator Pitch**

This role is one of the leaders of the kitchen at Pickled Fish. He or She will inspire and lead the team with direction and support from the rest of the management team. This role works under the Executive Chef and Sous Chefs and oversees the daily functions of the restaurant when neither of the above are on site to ensure that all guests and employees are taken care of.

### **Duties & Responsibilities**

- Manage the BOH team on shifts when you are the shift lead
- Resourcefully solve any issues that arise and seize control of any problematic situation
- Comply with and enforce sanitation regulations and safety standards
- Ensure the Executive Chef's vision is being executed properly at all times
- Monitor and maintain appropriate levels of staffing on a daily basis
- Communicate disciplinary needs with Executive Chef and HR
- Delegate daily responsibilities to the team
- Monitor quality control of food that leaves the line
- Monitor and make recommendations on organization and efficiency of line
- Maintain a clean and organized kitchen

### **Management Duties**

- Clearly and appropriately escalate and communicate issues through correct channels.
- Deescalate issues as they arise (staff and guests)
- Arrive on property on time and ready for your shifts.
- Understand and make changes to meet budget and revenue goals.
- At all times communicate in a respectful manner.

### **Qualifications**

- WA food handlers card
- 1+ years restaurant experience in the back of house
- Great communication skills
- Able to work ten hour-plus shifts, with extensive standing/walking.
- Ability to lift materials and/or product up to 50 pounds or more.

<b>Average time spent in operations</b>	All scheduled hours
<b>Average time spent on admin duties</b>	0
<b>FLSA (overtime eligibility)</b>	Non-Exempt
<b>Physically Demanding</b>	95%
<b>Customer Facing</b>	5%
<b>Weekend and evening shifts</b>	Flexible based on your needs and the employers needs

Signature: \_\_\_\_\_ Date: \_\_\_\_\_