July 28, 2021

Associate Sous Chef, UAS 1071
UAS Dining Services

Salary Range: $18.00 - $24.50/Hourly

Work Schedule: This is a full-time position: This position will work a flexible schedule, which may include weekends, and/or evenings: non-exempt position. This position is eligible for benefits.

Summary: To organize, direct, and execute all aspects kitchen production in the UAS Dining Services locations. In addition to food production and preparation of finished meals, position will train to use POS system and interact with the customer. This is a full time benefited position.

Essential Duties and Responsibilities

Include the following:
- Work on the hot and cold lines producing meals for any UAS Dining Services locations.
- Prepare meals according to guidelines set by Executive Chef and Sous Chefs.
- Train on POS system and work as needed overseeing Front of House operation of The Spot or any other UAS Dining Services location.
- Ability to handle all necessary administrative tasks that are required in order to comply with policies and procedures.
- Develops, implements and maintains systems to monitor and control food and labor cost. This includes but is not limited to menu analysis, ordering and receiving procedures, portions control & scheduling.
- Helps Sous Chefs develop, implement and maintain a system of staff scheduling that makes the best and most efficient use of staff while keeping within budgetary guidelines.
- When applicable, work with volunteer nutritional staff to post mandatory nutritional information.
- Identify and solve problems relating to production techniques, policies, procedures and customer service.
- Other duties as assigned.

Requirements

Education and/or Experience:
- Six years of Food Service employment.
- High School diploma or GED equivalent.

Language Skills:
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Physical Demands

- While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle or feel; reach with hands and arms; balance; stoop, kneel, or crouch; talk or hear; taste or smell. The employee might be required to lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
The incumbent must also demonstrate an interest or ability in working in a multicultural/multiethnic environment. A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the UAS. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current UAS employees who apply for the position.

Review of applications/resumes will begin July 30, 2021, and will continue until the position is filled; however, the position may close when an adequate number of qualified applications are received.

UAS hires only those individuals lawfully authorized to work in the United States. Americans with Disabilities (ADA) requested accommodations should be made in advance to the UAS Human Resources Department.

Cal State LA University Auxiliary Services, Inc. is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law.

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