JOB DESCRIPTION:

CITY OF TRAVERSE CITY

Seasonal Hickory Hills Kitchen Lead

RELEVANT DETAILS

Seasonal position, 1:00 PM – 10:00 PM, now through April, up to 40 hours per week + overtime possible. Hourly rate is up to $30/hr (+ $3.50/hr) season completion cash incentive. Additional employee perks include: Shift meal, equipment rentals, and season pass.

APPLICATION PROCESS

Please Submit a completed application to the City of Traverse City Human Resource Office, 400 Boardman Avenue, Traverse City, MI 49684 or via email to jobs@traversecitymi.gov
Application link: Application

POSITION SUMMARY:

The Hickory Hills Kitchen Lead has the necessary knowledge and skills to provide a quality culinary experience. The Kitchen Lead performs tasks including but not limited to operating and maintaining various types of food service equipment; food preparation and service; scheduling other kitchen staff; assisting in menu development and food attainment; and provides a clean, sanitary and safe working environment.

JOB RESPONSIBILITIES, REQUIRED KNOWLEDGE, SKILLS, ABILITIES & MINIMUM QUALIFICATIONS

- Adheres to and maintains health department food safety standards, including but not limited to cleaning food service counters, floors, walls, coolers, storerooms, and equipment;
- Responsible for scheduling other food/beverage employees throughout the season;
- Assists in the development and obtainment of menu items;
- Prepares for anticipated demand; this includes stocking and monitoring inventory;
- Ensures that products to be served are ready in time for opening each day, including any food prep work;
- Responsible for cash-handling and point-of-sale procedures;
- Responsible for kitchen opening and closing procedures;
- Maintains organized kitchen work records and area;
- Knowledge and ability to provide excellent customer service;
- Be a positive leader with excellent communication skills;
- Ability to establish and maintain positive and effective working relationships with staff and represent the Department/City in a positive, courteous, professional and friendly manner with all internal and external customers at all times.
- High School Diploma or equivalent.
- Minimum of 2-3 years related culinary experience.
- Previous point-of-sales experience required
- ServSafe Manager Certification. Training expenses covered if don't have certification as is required within 30 days of hire.

PHYSICAL DEMAND and WORK ENVIRONMENT

While performing the duties of this job, the position requires frequent standing, walking, bending, stooping, reaching, and lifting, including items up to 40 pounds. The role involves repetitive hand and finger movements for food preparation, operating kitchen equipment, and handling cash registers. Work is performed primarily indoors in a commercial kitchen, with exposure to heat, steam, sharp objects, cleaning chemicals, and noise from equipment and dining areas. The position may also involve working on wet or slippery surfaces and performing tasks in tight or restricted kitchen areas.

Traverse City is an Equal Opportunity Employer