

	<b>No.7 RESTAURANT JOB DESCRIPTION</b>	Posted: August, 2019
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**About the No.7 Restaurant**

No.7 is a restaurant with a difference. Based at the Kick4Life Centre in Maseru, the capital city of Lesotho in Southern Africa, we offer great food in a friendly environment with stunning views across the city. All of our profits are pumped back into Kick4Life’s charitable work. What’s more, our staff team includes former participants that have undergone a structured training program aimed at developing skills for a successful career in the catering and hospitality industries.

As well as the restaurant, No.7, which is linked to the K4L Inn & Conference Centre, runs a catering service for a wide selection of internal and external events from conferences and team-building days to dinner parties and weddings. We can seat over 100 people at one time with indoor and outdoor seating areas. The outdoor area includes 2 wood burners and a braai. Our cuisine is a freshly prepared menu that expresses a European style with a Lesotho touch.

**Objectives:**

To cook and prepare high quality, fresh meals in line with the No.7 Restaurant standards and according to strictly set menu specifications for Kick4Life social enterprise clients. Key responsibilities include: cooking and meal preparation; stock taking; health and safety practice adherence; and occasional special duties relating to organizational development support.

**Main Accountabilities**

1. Area 1: Cooking and Meal Preparation

- 1.1. Cook and serve meals as delegated and according to detailed spec sheets, ensuring the highest possible quality of service is maintained at all times
- 1.2. Ensure meal orders are delivered in a timely manner, to the same standard at all times
- 1.3. Liaise with clients, as appropriate, implementing friendly and professional customer service communication and behaviour practices
- 1.4. Maintain a clean and professional food preparation and service environment at all times

2. Area 2: Stock Take

- 2.1. Receive and store all provisions, fresh and frozen, in accordance with current food hygiene regulations including correct stock rotation and storage
- 2.2. Record any wastage and reasons for waste, minimizing the need
- 2.3. Ensure best practices around stock management, reducing possibility for theft, contamination or other spoiling of stock
- 2.4. Work with the Head Chef and Restaurant Manager to determine stock amounts and order what is required from the correct suppliers

3. Area 3: Health & Safety

- 3.1. Ensure best food preparation and storage practices in line with HACCP standards and processes
- 3.2. Maintain occupational health and safety standards at all times in regards to clothing, behavior, food preparation, food storage, food handling & fire safety
- 3.3. Keep the kitchen to the highest standard of cleanliness as well as storerooms at all times and keep both free of hazards and pests
- 3.4. Receive First Aid Training and certification and be prepared to implement basic first aid in the event of need
- 3.5. Stay current on and help implement Kick4Life’s Fire Procedures and Fire Safety Management System
- 3.6. Stay current on and help implement Kick4Life’s Emergency Procedures

4. Area 4: Other Duties

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- 4.1. Assist in Tour implementation and promotion, as requested
- 4.2. Assist in operational and programmatic fundraising initiatives
- 4.3. Comply with and uphold all of Kick4Lifes's Policies and Procedures
- 4.4. Maintain professional conduct at all times
- 4.5. Undertake such other duties as may be reasonably requested
- 4.6. Support Management initiatives and aid in leading performance management systems

**Qualifications and Experience:**

**Essential:**

- Minimum Diploma in Food Preparation and Cooking, or Culinary Arts, required
- Minimum 3 years' experience working in a commercial kitchen as a Chef
- Health and safety and food hygiene certifications
- Experience in menu development and implementation in continental cookery
- Extensive food and beverage knowledge, including effective food and beverage pairing
- Extensive buying, menu costing and stock taking experience
- Food hygiene and safety qualifications

**Desirable:**

- First Aid Certified
- Strong leadership, motivational and people skills
- Experienced in Western and other international cooking styles

**Work Based Skills and Competencies**

**Essential:**

- Ability to effectively liaise with multi-disciplinary teams and a variety of stakeholders to achieve goals
- Ability to multitask and work according to set deadlines
- Demonstrates strong verbal and written communication skills in English and Sesotho
- Willingness to work long, flexible hours, including regular weekends and holidays
- Organised and reliable
- Adaptable and solutions-oriented
- Independent
- Service-minded

**Desirable:**

- A flair and enthusiasm for cooking with fresh, quality and sometimes local ingredients
- Demonstrates a growth mind-set
- Ability to think strategically

**How to Apply:**

If you meet the requirements and are motivated to work helping others in a multicultural environment, please send a CV and Cover Letter explaining your motivation and fit for the role to [hr@kick4life.org](mailto:hr@kick4life.org)

Please note that only applications received via email will be considered.

**Closing Date of applications is 10<sup>th</sup> September 2019 by 5:00 pm**

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***If you have not heard from us within two (2) weeks of the closing date, please consider your application to be unsuccessful. Remember, we will only contact applicants who have been shortlisted for interview and will not be able to provide feedback to those who have not been shortlisted, due to the sheer volume of applications.***