



# APPLE CRATE

• NATURALS •

Fayetteville

## Kitchen Supervisor

- \$17.00-\$20.00 an hour

### JOB DESCRIPTION:

- Apple Crate Naturals is interviewing for the Kitchen Supervisor position for our soon to open café. The position reports directly to the Food Service Manager and offers an incredible opportunity to help develop and lead a new prepared foods operation with a focus on high quality organic and local ingredients that includes bulk production for hot bar, grab and go, pastries, as well as made to order coffee, juice, smoothies and sandwiches.
- Full-time position starts June 24, and provides competitive compensation and the opportunity of a lifetime to help build and lead a new team of about 15 production cooks and service staff.

### QUALIFICATIONS:

- High school diploma or equivalent; culinary school or relevant coursework preferred.
- Proven experience in a kitchen management or supervisory role.
- Strong leadership and team management skills.
- Excellent communication and interpersonal skills.
- Office and computer skills with common software required. Experience using costing software and managing a POS system a plus.
- High attention to detail and strong problem-solving abilities.
- Ability to handle multiple tasks and prioritize effectively in a fast-paced environment.
- Ability to create and follow production schedules and task lists.
- Demonstrated ability to manage inventory and control food costs.
- Knowledge of food safety and sanitation standards.
- Experience working in a scratch made kitchen preferred.
- Experience in a production-style kitchen where food is prepared in large batches for multiple days, rather than individual orders is highly desirable.
- Experience with made to order coffee, smoothie, juice and sandwiches is also a plus.
- Ability to work flexible hours, including evenings, weekends, and holidays.
- Ability to lift 25 lbs. regularly and 50 lbs. occasionally to transport product in inventory

### RESPONSIBILITIES:

#### 1. PRODUCTION & CUSTOMER SERVICE:

- Work with the department manager to supervise food service staff in preparing selections to provide both variety and consistency.
- Research and develop new recipes that honor our store's commitment to primarily organic and local whole foods.
- Assist in pricing dishes to achieve margin goals, to ensure proper production volumes, and to minimize waste and out-of-stocks.
- Ensure prompt, friendly, courteous customer service.
- Regularly track and report customer suggestions, comments and complaints to staff and supervisor.
- Maintain kitchen procedures and systems.

#### 2. MERCHANDISING

- Plan attractive displays with uniform signage; ensure displays are fully stocked and rotated to ensure freshness.
- Visit and network with other natural food delis for product, merchandising and marketing ideas.
- Ensure accurate, up-to-date labeling of food service items.
- Provide product information for customers and staff.

- Provide input to Marketing Team for planning, promotions, cross-merchandising, and advertising.

### **3. PURCHASING & FINANCIALS:**

- Negotiate with suppliers for favorable prices, terms, quality, delivery of food service items.
- Evaluate suppliers and investigate new sources of supply.
- Receive orders, or ensure proper receiving by food service staff.
- Coordinate returns and credit from suppliers where applicable.
- Ensure accurate up-to-date records of cost of preparing food service items.
- Review and approve invoices for accuracy, break into inventory categories, and pass to bookkeeping for payment.
- Use efficient systems and tools for proper production planning, accurate inventory counts, intra-department product transfers, etc.
- Participate in setting sales and margin goals for department.

### **4. MAINTENANCE, SAFETY & SANITATION:**

- Ensure food prep and display areas are maintained in sanitary, orderly condition meeting health department standards.
- Ensure proper storage and labeling procedures.
- Ensure adequate amounts of deli supplies.
- Maintain department equipment in working order. Research and recommend major equipment repair or replacement.
- Maintain customer and employee safety at all times.

### **5. LEADERSHIP & PERSONNEL:**

- Foster a collaborative work environment.
- Ensure on-the-job training and develop a culture of ongoing staff development.
- Take disciplinary action as needed following established policy.
- Participate in regular department meetings to ensure full and effective communications.
- Lead by example; play by all the same rules as are expected of dept. staff
- Delegate key responsibilities to other experienced staff so that you can focus on what you're best at – and work with the department manager to develop strong leadership team partners.

### **6. OTHER RESPONSIBILITIES:**

- Availability to work evenings, weekends and holidays as needed.
- Ensure through development of Shift Leads, staff and department systems that all shifts run well even when you are absent.
- Attend regular Food Service Team meetings
- Performs other duties as assigned by the Food Service Manager.

If you are passionate about providing healthy delicious food to the Fayetteville community and have the skills and experience to help lead our kitchen team, we encourage you to apply. Join Apple Crate Naturals and help us make a positive impact on our community's health and well-being.

**\*\*Please do not call the store.\*\***

Floor staff cannot answer questions. All communication about this post will be handled through Indeed.

**For Full Information and Apply:**

[https://www.indeed.com/cmp/Apple-Crate-Natural-Market?from=gnav-one-host&hl=en\\_US&co=US](https://www.indeed.com/cmp/Apple-Crate-Natural-Market?from=gnav-one-host&hl=en_US&co=US)