



## **JOB DESCRIPTION FOR DEMI CHEF**

Title:	Demi Chef
School/Division:	School of Tourism and Hospitality Management
Reports to:	Head Chef / Cafe and Bar Manager
Location/Campus:	SINU, Kukum Campus

### **1. SUMMARY OF DUTIES**

The Demi Chef (Cashier) is a hybrid role combining culinary skills and cashier responsibilities. This individual will assist in the kitchen with food preparation while also managing customer orders and payments. The position requires both culinary knowledge and the ability to handle transactions efficiently.

### **2. MAIN DUTIES AND RESPONSIBILITIES**

#### **2.1. Key Responsibilities**

- Assist in the preparation and cooking of food items according to the menu.
- Maintain high standards of food quality, presentation, and hygiene.
- Ensure food is prepared and served in a timely manner to customers.
- Take customer orders and process payments accurately at the cash register.
- Prepare and handle take-out orders as needed.
- Monitor kitchen inventory and assist with stock rotation and storage.
- Communicate effectively with kitchen and bar staff to ensure customer satisfaction.
- Maintain cleanliness of kitchen, storage areas, and cashier station.
- Assist with opening and closing duties, including inventory and cash reconciliation.
- Follow health and safety protocols in both kitchen and cashier duties.
- Perform additional tasks as assigned by the head chef or manager.



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### **3. QUALIFICATIONS REQUIRED**

#### **3.1. Educational Background**

- The candidate should have prior experience in a kitchen or cooking environment, which is preferred.

#### **3.2. Professional Experience**

- Basic knowledge of food preparation and kitchen operations.
- Familiarity with cash handling and POS systems.
- Strong communication and customer service skills.
- Ability to multitask in a fast-paced setting.
- A positive attitude and willingness to work as part of a team.
- Food safety certification is an advantage.

### **4. SKILLS**

- Experience in specific kitchen sections (e.g., pastry, sauces, etc.).
- Creativity and a keen eye for food presentation.

### **TERMS AND CONDITIONS**

The position is for five (5) years under an employment contract. Remunerations and benefits will be according to the SINU Salary level under the General Support Stream. The contract is renewable subject to good performance.