



## ARE YOU:

- Interested in a job that allows you to make an immediate and meaningful difference?
- Interested in meeting people from all over the world and a joining a team of passionate and dedicated people?
- Like being active and working indoors and out?

Then we are the match for you!

## Job Summary:

The Head of Cuisine is responsible for effectively leading a fast paced Dining Hall and Kitchen Facility. Flexibility and adaptability is required in order to manage frequent arrival/departure changes. The Head of Cuisine is required to cater to a wide array of events including, but not limited to; weddings, school groups, corporate functions and international guests.

## Duties and Responsibilities:

### *Primary Responsibility:*

To ensure our guests have a clean and comfortable experience during their stay.

### *Primary Duties:*

This will involve but is not limited to:

- Provide leadership to a team of kitchen employees, which includes preparing work schedules, responding to requests for direction, etc.
- Actively prepare, cook and lead all meal activities from planning and ordering food/ ingredients to service and clean up;
- Hire, manage, train and coach employees in all areas;
- Control and direct the food preparation process and any other relative activities;
- Construct menus with new or existing culinary creations ensuring variety and quality;
- Manages in a fast paced, multi-faceted environment with competing demands while utilizing the team for ultimate efficiency;
- Forecast supply needs, estimate costs and order supplies;
- Maintain a safe and sanitary kitchen environment;
- Work closely with other departments, including Guest Services and Sales;
- Exhibit, train and enforce all proper food handling techniques and equipment maintenance;
- Adhere to all health and safety policies and procedures.



## Qualifications and Skills

- Outstanding communication, customer service and leadership skills;
- People management and decision making skills;
- Strong experience in being a lead chef (executive or sous chef) in a restaurant or similar facility
- Experience with inventory management;
- Ability to cater to a wide array of specialty client requests
- Post-secondary degree/diploma in a related field, or equivalent work experience in culinary arts
- Experience with Microsoft Office Suite

## Hours of Work:

- Year round permanent full time position (12 months per year).
- Standard hours will be regularly working fluctuating shifts to cover peak periods.
- Regularly working on weekend and holidays.
- Flexibility is required (must be available to work weekends, evenings, and holidays during peak business hours).

## Benefits:

- This role offers a base salary plus benefits.
- Health, Dental, Vision, Life, Dependent Life, EAFP, Travel Insurance coverage.

1. Submit your resume, cover letter, and references to:

Leigh Michelsen  
Director of Human Resources  
Bark Lake Leadership and Conference Centre  
c/o Columbia International College  
1003 Main St. West, Hamilton, ON L8S 4P3  
Email: [lmichelsen@cic-totalcare.com](mailto:lmichelsen@cic-totalcare.com)

2. Applications will be reviewed by Human Resources. Successful candidates will be invited to interview. Only those selected for an interview will be contacted.

Do YOU have what it takes to join THIS team?

Bark Lake Leadership and Conference Centre is committed to workplace diversity and provides accommodations, whenever possible, to applicants with disabilities throughout our hiring process. If you require an accommodation, please contact Bark Lake at 1-888-517-9999 or email [maria@barklake.com](mailto:maria@barklake.com).