

UNIT - 1

LARDER OR COLD KITCHEN

Objective

Topic: Duties and Responsibilities of Chef

- Duties & Responsibilities of Larder Chef.

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Duties & Responsibilities

With position comes a lot of **responsibility and accountability**. Each of the levels in the kitchen has a set of duties and responsibilities that makes up the job description of the person at that level.

The job responsibilities of each person at various levels in the larder kitchen are discussed in the book at page 20, 21, 22.

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School of Hospitality & Tourism

Course Code : BSCH3001

Course Name: Food Production Management

Duties and Responsibilities of Larder Chef(CDC)

It is the responsibility of the larder chef to plan ,organize , develop, and supervise POSDCORB food production in the larder kitchen as per standards and recipes developed by the executive chef.

Train staff on improved work procedures. quality food production . economical use of food materials, and attractive presentation of food items.

Be responsible for overall food cost control without affecting standards and specifications laid out by top management .

Account for the use, consumption . spoilage . and control of food stuff produced or stored under his /her supervision.

Account for the use, consumption , spoilage , and control of all foods and equipments in the stations supervised by him /her.

Supervise and train the executives . CDPs . commis . and apprentices ; review staff working in his/her department.

Attend the daily and weekly kitchen chef's meetings and F&B meetings . Approve requisitions . Recommend schedule changes in personnel for adequate manning of all stations .

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Kitchen Executive /Sous Chef –Duties and Responsibilities

Ensures that the food quality is per standards in his shift

Ensure hygiene ,presentation of food, quality

Recommend changes in systems and procedure to increase efficiency

Ensure prompt efficient , courteous and accurate to guests

Records and documentations

Raw material is available – requisition

Staff – report on duty on time

Sickness, leave , duty rosters

Food displays – buffets – as per standards

AMC- machines

Cleaning schedules

Log books

Par stock of dry ingredients

Attendance , Punctuality

Encourage staff

Counsel subordinates

Maintain Records

Cross training of employees

Inter departmental coordination is being done properly

RESPONSIBILITIES OF THE CHEF GARDE MANGER

1.He is responsible to the Executive chef for the smooth running and operation of his department.

1.He is also responsible for co ordination between his staff and has to make sure that they have understood the work required from them and the production schedule, either daily or weekly.

2.Training is another important function he has to carry out. The work of the larder is of a highly skilled nature and involves a lot of expensive ingredients, procedures and equipment It is therefore imperative that the staff is well trained.

3.The larder Chef is also responsible for staff scheduling and duty rotas.

4.He is also required to co ordinate with the other departments like the kitchen and the bakery. A lot of pre preparation is done in the larder for the other departments and satellite kitchens. Their requirements must be made available well in advance.

5.He also has to maintain registers to record the receipts and dispatch of the foodstuff.

6.He is also responsible for maintaining hygiene and sanitation standards in the department. A lot of the foodstuff being processed here is in the raw state and susceptible to contamination and possible food poisoning.

References :

1. International Food Production -By Chef Bali
2. Professional Garde Manger-By Culinary Institute of America
3. The Larder Chef by Leto and Mojo
4. Garde Manger by D.D. Sharma
5. On Cooking –Sarah Labensky
6. Basic Training Kitchen- Chef Vikas Singh

The logo of Galgotias University is a circular emblem with a stylized 'G' shape in the center. The 'G' is composed of several curved, overlapping bands in shades of yellow, orange, and blue. The background of the emblem is a light, warm tone.

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