



Pine Island Country Club is the premier private, family-oriented Country Club nestled in the foothills of North Carolina. Membership at our club allows for personalized service in an inviting and comfortable environment.

Pine Island is a full-service club dedicated to providing members and their guests with the finest facilities in the Charlotte area. We are committed to providing members with the overall country club experience for their family, offering amenities and services for all ages in athletic and social activities. Think innovative spaces designed with families in mind and exceptional personalized service – your home away from home. We’ve created a welcoming culture and community for today’s members, and we’re committed to ongoing revitalization for the generations to come.

Job description

Pine Island Country Club is seeking a Professional Executive Chef for our restaurant and private event operations. The restaurant is a casual dining concept with an elevated menu designed to celebrate local flavors and seasonal ingredients.

The ideal candidate will have at least 3-5 years of casual upscale dining and catering experience with a managerial background. Culinary degree preferred. Up to date Serve Safe certification required.

Essential Duties and Responsibilities:

- Directly supervises all Heart of the House personnel with responsibility for hiring qualified candidates, scheduling, and supervising staff, evaluating job performance, praises team and initiates performance improvement plans when needed.
- Provides thorough training and mentoring to all culinary positions.
- Schedules culinary team members to meet the needs of the operation and in accordance with the defined labor budget. Maintains accurate time keeping records.

- Trains and instructs team on proper food handling, preparation and cooking and monitors the activities of Heart of the House personnel in one or more kitchens.
- Conducts daily production meetings with staff and effectively communicates changes in recipes, products, and procedures necessary for the staff to meet quality expectations.
- Takes accurate inventories, forecasts food consumption, orders food and supplies and maintains accurate records to be able to generate accurate food orders to ensure efficient operations.
- Manage food cost through staff supervision, control of meal production, food waste, utilization of leftovers and portion control.
- Conducts routine rounds in the dining rooms to interact with members and gauge satisfaction.
- Evaluates food products to ensure that quality standards are consistently achieved.
- Develop all menus and supervise preparation of all a la carte and catering food items in collaboration with the Director of Food & Beverage.
- Forecasts, budgets, and action plans pertaining to F&B operation.
- Ensures that high standards of sanitation, cleanliness and safety are maintained throughout all Heart of the House areas.
- Institute and implement all Human Resources guidelines. Develop, supervise, and delegate all cleaning and closing procedures to stay within full compliance with the Dept. of Health rules and regulations.
- Develop, supervise, and delegate all cleaning and closing procedures to ensure extremely high standards of cleanliness throughout Heart of the House areas.

Additional Responsibilities:

- Conducts training programs on cleanliness, proper hygiene, and food safety in accordance with the Dept. of Health.
- Maintain kitchen equipment by following appropriate operating guidelines, troubleshoot breakdowns and perform preventative maintenance
- Collaborates with other members of the department to plan innovative and seasonal menus and recipes

Qualifications, Experience and Skill Requirements:

- Must maintain a professional, neat and clean appearance and exhibit a positive attitude.
- Position has regular and direct contact with members and guests, requiring the employee to display an engaging personality, enthusiasm, and energy throughout their shift.
- Must have supervisory, coaching and staff development skills.
- Must have strong communication and interpersonal skills.
- Must be well organized and detail-oriented
- Must have strong work ethic
- Must be dependable; regular attendance is required of this position as well as weekend and holiday hours.
- Possess the ability to manage multiple priorities and meet frequent short timeline goals and deadlines
- Serve Safe Certified

Supervisory Duties:

Directly supervise all culinary team members. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training team members; planning, assigning, and directing work; appraising performance; rewarding and disciplining; addressing complaints and resolving problems.

Job Type: Full-time

Salary: Compensation is commensurate with experience

Benefits:

401(k)

- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Vision insurance

Pay rate:

- Bi-Weekly pay

Supplemental pay types:

- Performance bonus

Weekly day range:

- Monday to Friday & Weekends
- Open availability

To apply please submit a cover letter and resume to Kyle Gregory, PGA Interim General Manager at kgregory@pineislandcc.com.

