

THE truffles GROUP

CREATING GENUINE, ELEVATED GUEST AND TEAM EXPERIENCES

Want to be part of a fun, fast-paced, dynamic company with a great culture and incredible benefits & perks? Join us!

Executive Chef *Habitat Food Services at Royal Roads University*

What Makes Us a Great Employer? Here are some of the benefits and perks you can look forward to by joining our Team:

- ✧ Locally owned & operated for 30+ years
- ✧ Competitive wages
- ✧ Competitive extended health & dental
- ✧ RRSP matching
- ✧ Paid volunteer days & charitable donation matching
- ✧ Anniversary bonuses
- ✧ Education & tuition reimbursement
- ✧ Annual health & wellness reimbursement
- ✧ Product & staff discounts to all our brands
- ✧ In-house training & certifications
- ✧ Opportunity for growth & advancement/leadership development
- ✧ Refer a friend... we'll pay you!
- ✧ FUN working environment – lots of team engagement initiatives and annual parties
- ✧ Respectful & inclusive culture

Who is the Truffles Group?

Locally owned and operated, The Truffles Group has been advancing Vancouver Island's hospitality, tourism and beverage retail industries for over 30 years. During this time, we have grown from one employee to over 400, and from one brand to six! Our group of companies includes Cascadia Liquor, Flight Cannabis Co., Habitat Café, Heritage Quay Developments, Victoria Butterfly Gardens, and Truffles Catering.

Guided by our founder's entrepreneurial spirit and dedication to business excellence, The Truffles Group continues to push the boundaries of innovation and service to create elevated guest and team member experiences. We continue to grow and build our business responsibly and ethically on a foundation and commitment to our core values: Quality, Integrity, Community, Growth, and FUN!

Quality • Integrity • Community • Growth • Fun



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Habitat Food Services is in search of an experienced and highly motivated **Executive Chef** to join and lead our talented team of passionate professionals!

Job Purpose:

Habitat Food Services is a from-scratch kitchen, cooking global cuisine. You will be leading a supportive and passionate team that works together to create delicious food with superior guest service. Our kitchen has an exciting blend of catering and a la carte cooking, offering an exciting work environment that promotes learning and offers opportunities to grow and develop.

The Executive Chef reports to the General Manager with support from the Truffles Catering Executive Chef, and supports them in the smooth running of front end and kitchen operations, upholding exceptional food quality and service at all times through meticulous attention to detail. The Executive Chef is responsible for maintaining the day-to-day functions of the front of house, kitchen and catering service, creating memorable guest experiences, improving productivity and operational profitability, while complying with all government regulations of health and safety.

The food services on campus currently includes a cafeteria / restaurant with both grab and go and call order options and catering services provided to internal university departments and external clientele. Currently open Monday through Friday 7.30am-7pm (hot line till 2.30pm) with some evening catering. There is likelihood that those days of operation would increase as required by the university. Revenues from the café and catering services are about 50/50.

Compensation: Salary range of \$65,000-\$68,000 with performance based quarterly and annual bonus.

Position Details: Permanent full-time opportunity. Requirement for weekend and evening availability. Hours of work will vary and may be irregular and will be those hours required to meet the responsibilities of your job.

Key Responsibilities

- Manages unit communication and execution of the food program and quality vision to all team members and leads by example. Reinforces the values daily and inspires the team to consistently achieve the highest standards of product and services at all times.

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- Actively monitors and manages day-to-day operational and kitchen services, including the execution and catering event service standards, culinary quality management, sanitation, cleanliness and safety.
- Manages recruitment and selection, orientation, training and development initiatives, coaching, and performance management to promote a great company culture.
- Builds and maintains professional and positive relationships utilizing strong communication skills with all leadership and team members and within the university community at large.
- Manages day-to-day financial operations, controlling food cost and unit labour costs, maximizing productivity. Implements corrective action to ensure that operational standards and budgeted results are met or exceeded.
- Specific areas of responsibility will include staff scheduling, driving productivity measures, menu planning, certain financial and banking processes, oversight of catering events, purchasing, product development to deliver increased sales, profitability, and an exceptional guest experience.
- Conducts research on culinary trends and coordinates with the General Manager & Truffles Catering Executive Chef for the development of creative menu offerings, ensuring market leadership and guest satisfaction, and inspiring the team with a passion for food.
- Ensures that standard recipes and plating manuals with photos and techniques for food preparation and presentation are in place and being followed by all kitchen team members to maximize efficiencies, drive productivity, and deliver improved profitability through established best practices.
- Follows proper ordering, inventory, and receiving procedures to maintain adequate inventory levels, manage costs, and minimize losses, while achieving planned cost of goods.
- Supports the General Manager to review monthly, quarterly, and annual financial results, and identifies and initiates corrective action to ensure that budgeted results are met or exceeded, including month end inventory and financial accounting.
- Maintains positive supplier partner relationships and represents the business with the highest level of integrity within the community.
- Updates job knowledge by remaining aware of new operational and leadership processes, government regulations.

Education, Skills and Qualifications:

This position requires a solid combination of business management, with industry related culinary and catering knowledge, and strong communication and leadership skills.

- Previous Executive Chef or Sous Chef experience in a similar environment.
- Passion for food and culinary excellence.
- Effective communication skills.
- Experience of catering events / banqueting desirable.

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- Driver's licence required.
- Red Seal certification desirable.
- Very hands on and motivates by setting the example.
- Discipline, vision, and highly organized.
- Food Safe Level 2.
- Computer and technology systems knowledge and proficiency

Apply today!

Our ideal candidate has a passion for our culture, our brands and being an active member of our team. If this position sounds like a great fit for you, please send your resume and cover letter to Nadia Valckx, nadia@trufflesgroup.com.

We are grateful for your time and consideration in applying to join our team. Shortlisted candidates will be contacted for interviews.

The Truffles Group is an equal opportunity employer. Should you require accommodation during the recruitment process, please reach out to Tierra Madani, Recruitment & Talent Engagement Manager, nadia@trufflesgroup.com

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