



Job Description – Head Chef

The Head Chef is responsible for leading and managing all aspects of kitchen operations, with a particular focus on catering programs across both Private and Government Schools. Working closely with and reporting to the Executive Chef, the Head Chef ensures operational excellence, cost efficiency, and consistently high food quality across all school locations. This role demands strong culinary leadership, organization, and the ability to manage multiple teams and sites with precision and care.

Responsibilities

Culinary Leadership & Menu Execution

- Oversee daily food preparation and execution across all school kitchens, ensuring compliance with the Mise en Place Ltd. culinary vision and standards.
- Work in partnership with the Executive Chef to develop and deliver nutritious, appealing, and age-appropriate menus for both Government and Private School clients.
- Maintain consistency and quality of all meals, with a focus on freshness, portion control, and dietary balance.
- Champion creativity and innovation within the framework of school meal guidelines and budgets.

Team Management & Training

- Lead and supervise all kitchen staff across multiple school sites, ensuring consistency in standards, practices, and professionalism.
- Train and mentor team members on recipes, food safety, and service delivery.
- Coordinate staff schedules across school sites, manage staffing needs, and conduct performance appraisals.
- Support staff development, including onboarding of new hires and cross-training where appropriate.

Inventory, Procurement & Cost Control

- Oversee inventory management using MarketMan, ensuring accuracy and timely reordering of ingredients and supplies.
- Maintain food cost and gross profit targets across school operations, with a target of <30% COGS.
- Ensure appropriate storage, stock rotation, and portion control to reduce waste and maintain food safety standards.
- Collaborate with procurement and suppliers to ensure timely, cost-effective deliveries aligned with school menus.

Health, Safety & Sanitation

- Enforce strict hygiene and sanitation practices in all school kitchen facilities in accordance with Department of Environmental Health regulations.
- Conduct regular kitchen audits and spot checks to ensure cleanliness and food safety protocols are upheld.
- Ensure all equipment is in good working condition and report any maintenance needs promptly.



Operational Excellence & Brand Representation

- Ensure the smooth and efficient day-to-day running of all school kitchen operations, including production, service, and compliance.
- Handle customer and school feedback professionally, working proactively to resolve concerns.
- Represent Mise en Place Ltd. as a brand ambassador within school communities, promoting excellence, reliability, and care.
- Contribute to wider company initiatives and support the Executive Chef in strategic planning and menu development.

Key Qualifications and Skills

- Minimum of 5 years in a leadership role within a professional kitchen, including at least 2 years as Head Chef or equivalent.
- Experience overseeing multi-site operations is highly desirable, particularly within catering, schools, or institutional environments.
- Strong leadership, interpersonal, and team-building skills.
- Excellent understanding of food costing, nutrition, food safety, and large-scale meal preparation.
- Ability to manage multiple priorities under pressure while maintaining high standards.
- Proficiency in Microsoft Office and inventory management systems (MarketMan or similar).
- Culinary degree or recognised chef certification preferred.
- Flexibility to work as required, including early mornings and occasional weekend/holiday events.

Required Certifications

- CI DEH Food Handler's Basic Hygiene Class (required every 3 years)

Other Requirements

- Clean police record (no criminal convictions)
- Valid Cayman Islands Driver's License preferred
- Qualified Caymanians and Permanent Residents are strongly encouraged to apply and will receive priority consideration

All qualified applicants should visit the following link to apply: <https://miseenplace.bamboohr.com/careers/71>