



Top of the Range, Macedon Regional Park

Position profile: **COOK**

Summary

We're looking to have someone enthusiastic, and knowledgeable about food join our team as a cook. We need someone who is proactive, a team player, and can help the business maintain, and grow a great customer experience.

About Top of the Range

Situated at the summit of Mount Macedon, within the Macedon Regional Park, Top of the Range, despite it's amazing location in the natural environment is only 45 minutes from Melbourne, and 15 minutes from Woodend, and Gisborne.

We seat up to 100 people for functions, and events, but tend to keep a limit on group bookings to 50 people for logistical reasons. We're open 7 days per week, 10am-4pm, making our workplace parent-friendly around school hours.

Tasks, and duties

This list is a guide to your duties within the business, but this is an evolving role, and we want someone who can grow, and manage their position to best suit the needs of the business.

- Produce food efficiently, with a high standard
- Work unsupervised to manage your kitchen
- Use logical thinking to solve problems
- Implement inventory control measures to minimise food wastage
- Manage stock within the kitchen to avoid running out
- Undertake reporting, and ensure the kitchen meets all safety compliance standards
- Comply with rules, and policies set out by the business
- Comply with budgetary requirements
- Maintain all records required including stock levels, and wastage reports. While monitoring habits, and implementing best practices with company budgets in mind
- Understand the importance of prioritisation
- Ability to work in a team environment, and lead where required.
- Cleaning of your work areas, and where appropriate; the delegation of cleaning tasks to ensure the kitchen is always in great shape
- Utilise our internal management system to stay up to date with all bookings, and internal communications
- Attend regular staff meetings as required

Interview process, and trial employment

After submitting your resume to us, we will make a determination on your suitability to advance to an interview. Should you advance past the interview stage, you will be offered a trial period of employment. This trial period will last for 4 weeks, during this time, your suitability to gain permanent employment will be tested. Upon the successful completion of the trial period, a letter of employment will be issued.

Want to join our team?

For further information or to express interest in this role; please supply the following information in an email to; luke@topoftherange.net

- Name
- Phone number, and email address
- Cover letter, and resume/CV

Top of the Range, Macedon Regional Park

Memorial Cross Loop Road, 415 Cameron Drive, Mount Macedon 3441

Phone: 0354273466

Website: www.topoftherange.net

About you

Skill, and qualification requirements

- Food handling certification is a must
- Ability to take criticism on board, and improve as required
- Ability to liaise with team members, and problem solve
- Sound written, and verbal communication skills
- Sound computer, and documentation skills
- Ability to be a team member
- You must have the right to live, and work in Australia to apply for this job.

We're looking to have someone with enthusiasm, initiative, and energy. We value team players, our particular workplace only functions best when everyone works together.

Pay, and entitlements

- This role will be paid above award rates, based on skill, and qualifications (where applicable) with a yearly review based on performance.
- Superannuation will be accrued at the standard legislated rate.
- Sick leave, and annual leave will be accrued at the legislated rates.

Days, and hours of employment

While this is open to negotiation based on the needs of both the business, and the employee; Sunday employment is a requirement of this role.

- Sunday: 9:30am - 3:00pm (5.5hrs)
- Monday: 9:30am - 4:00pm (6.5hrs)
- Tuesday: 9:30am - 4:00pm (6.5hrs)