

## CANDIDATE PROFILE

**Executive Chef**  
Confidential Search  
Orange County, CA

### Organization

An exclusive private club located in Orange County, California, is seeking an Executive Chef for its operation. The club is financially healthy, has a tenured General Manager, and is recognized nationally for its quality operation.

### Position Summary

The Executive Chef is responsible for overseeing all aspects of culinary operations, ensuring the highest standards of food quality, presentation, and consistency. Working closely with our management team, they showcase creativity, leadership skills, and culinary expertise to deliver unforgettable dining experiences for our esteemed members and guests.

### Responsibilities

- Hires, trains, supervises, and evaluates the work of staff in kitchen operations.
- Plans and oversees execution of menus for all food outlets in the club.
- Schedules and coordinates the work of chefs, cooks, and other kitchen employees to assure that food preparation is executed to club standards and within budgeted goals.
- Ensures that high standards of sanitation, cleanliness and safety are always maintained throughout all kitchen areas.
- Establishes controls to minimize food and supply waste and theft.
- Safeguards all food preparation employees by implementing training to increase their knowledge about safety sanitation and accident prevention principles.
- Develops standard recipes and techniques for food preparation and presentation which help to assure consistently high quality and to minimize food costs; exercises portion control for all items served and assists in establishing menu selling prices.
- Prepares necessary data for applicable parts of the budget; projects annual food, labor and other costs and monitors actual financial results; takes corrective action as necessary to help assure that financial goals are met.
- Attends regularly scheduled staff meetings.

- Consults with the Food and Beverage Director, Member Services Coordinator, and member volunteers to plan food production aspects of Club and private special events.
- Plans and manages the employee meal program.
- Develops policies and procedures to enhance and measure quality; continually updates written policies and procedures to reflect state of the art techniques, equipment, and terminology.
- Recruits and makes hiring decisions; evaluates job performance of kitchen staff; corrects, rewards and disciplines staff in a fair and legal manner.
- Recommends compensation rates/increases for kitchen staff.
- Establishes and maintains a regular cleaning and maintenance schedule for all kitchen areas and equipment.
- Provides training and professional development opportunities for all kitchen staff.
- Periodically visits dining area when it is open to welcome members, solicit feedback and address complaints.
- Responsible for food and food-related supplies inventories and monthly reporting.

## Requirements

- A strong and passionate leader and culinary professional with a proven track record of providing high-level services with a personality that is appropriate to the club. Previous private club experience is highly desirable.
- Has successfully led dynamic culinary operations -- both a la carte and banquet.
- Has the ability to consistently define and achieve goals and objectives. This includes proven and verifiable leadership qualities with demonstrated ability to direct, coordinate, and control all facets of an active food and beverage operation.
- Has strong management skills with verifiable strengths in inspirational leadership, financial performance, and people skills.
- Is a confident, proactive team builder with a history of attracting, developing, and retaining high performing staff.
- Must possess verifiably strong written and oral communications skills.
- Must have computer skills including but not limited to Microsoft Outlook, Word, and Excel. This position also requires technical skills to effectively manage multiple restaurants in multiple locations.
- Experience with POS software is important.
- Has a Culinary Arts degree from an accredited school or equivalent experience.
- Has a minimum of four years' prior management experience as an Executive Chef and at least five years of diversified kitchen and hospitality industry experience including a la carte and banquet operations.
- An experienced Sous Chef who is ready for an Executive Chef opportunity will also be considered.
- Certification by the American Culinary Federation is preferred.
- Must be certified in food safety.

## Characteristics

- Strong interpersonal skills including ability to communicate effectively, ability to listen and comprehend, ethical, assertive, problem solving, team player.
- Organizational Skills - able to maintain documents in an orderly manner supporting timely retrieval of information.

- Track record reflecting strong hiring practices and mentoring.
- Proficiency and experience in use of database and accounting application systems.
- Positive outgoing personality with ability to be front and center with the membership.
- Excellent communication skills.
- Ability to blend in seamlessly with the team.
- Understand the importance of the member experience at the club.
- Ability to present reports and analyses to the Board.

## Competitive Compensation & Benefits

- Base salary of 130K
- 401(K)
- Health, Dental, Vision, and Life Insurance
- Short- and Long-Term Disability
- Vacation and Sick Time in accordance with employee handbook
- Yearly Bonus Plan
- Relocation assistance

**Individuals who meet or exceed the established criteria detailed in this position profile and posting are encouraged to send both a cover letter and resume.**



**Terry Anglin, CCM, CCE, ECM**  
Principal



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*GSI Executive Search has been serving the private club industry for over twenty-five years, providing a wide range of executive search and placement services. In addition to GM searches that have been performed recently, GSI consultants have done over 70 GM searches around the US in the last two years.*