

- Reports for duty at assigned times, follows his/her supervisor’s instructions, and ensures that personal appearance, uniform and personal hygiene are in accordance with the company’s rules and regulations.

Training & Development

- Attends meetings, training activities, courses and all other work-related activities as required.
- Attend to the daily Chefs Meeting to discuss forecast figures and the day to day operation/activities.

Financial

- Responsible for cost containment through the proper use, handling and maintenance of records, reports, supplies and equipment within his assigned section.
- Conducts workstation spot checks to ensure items are correctly cleaned and stored by his team to minimize deterioration and wastage.
- Conducts workstation spot checks to ensure Meat items are correctly used as per Portion Chart by his team and minimize spoilage and wastage.

Safety Responsibilities

- Must be familiar with the galley layout in terms of safety and security, must have a full understanding of ships rules / regulations (SMS) and participate in all required safety drills / training.

Resources

- Mentors, develops and provides on-the-job training to his/her staff to strengthen their current performance and preparation for future advancement.
- Must be fully acquainted with TAR and its procedures, control and maintain working hours of all personnel working und his/her direct supervision.

Other Duties and Responsibilities (Other duties may be assigned.)

- Attend early stand-by for any inspection.
- Assist the Procurement team with storing and ensure FIFO rotation is applied.
- This position description in no way states or implies that these are the only duties to be performed by the shipboard employee occupying this position. Shipboard employees will be required to perform any other job-related duties assigned by their supervisor or management.

Qualifications

Knowledge, experience, skill, and/or ability

Required

- High school graduate, with a minimum of 10 years in butchery in large operations
- Cruise Ship Experience.

Preferred

- Not Applicable.

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Required computer skills

- Microsoft Office Suite 2003 and higher (Word, Excel, Outlook).
- Basic Windows XP, Vista and Windows 7 Operating Platform knowledge.
- Possess sufficient computer knowledge in order to use company software.
- Familiarly with the concept of relational database driven inventory control systems.

Education/experience/certifications

- High School Diploma or international equivalent.
- 3-year apprenticeship or Butchery Degree.
- USPH or HACCP certification.
- STCW.

Other Skills

Knowledge of general office practices, procedures and equipment; ability to prioritize tasks and work independently; strong organizational, interpersonal and communication skills; ability to interact with senior-level management and owner representatives.

Math Ability

Able to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions, and decimals.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Work Environment & Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions for this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; talk or hear and smell. The employee must be able to lift or move up to 55 pounds (20 kilograms) without assistance.

The vision requirements include

Ability to adjust focus, depth perception, peripheral vision, distance vision and close vision and to be able to otherwise perform the essential functions of the job in a manner that does not present danger to the employee or others with or without a reasonable accommodation.

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