



**FRIDAY HARBOUR™**  
*All Seasons Resort*

**Job Title:** Commis

**Division:** Resort Services

**Department:** Food and Beverage - Culinary

**Responsible To:** Culinary leadership team

**Role Summary**

The Commis works in all areas of the kitchen including food production, standards and kitchen sanitation. This position plays a large part in the actual production and execution of each dish on a designated service station.

**Responsibilities**

- Organize and prepare mise en place
- Follow recipes and measure and mix ingredients to prepare soups, salads, gravies, sauces and entrees
- Prepare meat, fish, vegetables and other foods for roasting, broiling, grilling, braising, sautéing and steaming
- Portion food products prior to cooking per standard portion size and recipe specification
- Follow proper plating presentation and garnish set up for all dishes
- Maintain a clean and sanitary work station area including tables, shelves, grills, broilers, fryers, convection oven, flat top range and refrigeration equipment
- Assist with cutting, precooking and marinating during off peak periods
- Constantly use safe and hygienic food handling practices
- Ensure all storage areas are tidy and all products are stored appropriately
- Serve menu items compliant with established standards
- Use food preparation tools in accordance with manufactures instructions and health and safety standards
- Set up stations and collect all necessary supplies to prepare menu for service
- Maintain a positive and professional attitude toward associates and customers
- Compliance with all safety regulations of assigned tasks, and ensure a clean and safe working environment with active participation in the health and safety program
- Adhere to all environmental policies and programs as required
- Other duties as assigned

**Competencies**

- Business acumen and positive mindset
- Communication/logistics management
- Organizational effectiveness
- Results oriented relationship builder
- Independent but collaborative when necessary

**Characteristics**

- High energy, passionate and resilient



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- Game changer/high impact team player/unfazed by change or adversity
- Humble and good sense of humour
- Executive maturity, professionalism and presence
- Smart, courageous, leader

**Requirements**

- High school diploma or equivalent required
- Culinary education and training required
- Food Handlers Certification
- 2-3 years of culinary experience in food service or hospitality industry
- Knowledge of food pricing
- Detail-oriented and works with a high degree of accuracy
- Ability to multi-task in a fast-paced environment
- Works well as part of a team
- Basic knowledge of computer skills in Word, Excel, Publisher

**Working Conditions**

- Must be able to work flexible hours including days, evenings, nights, weekends and holidays
- Required to move, lift, carry, pull and place objects weighing less than or equal to 50 pounds without assistance
- Stand, sit or walk for an extended period of time or for an entire shift
- Reach overhead and below the knees, including bending, twisting and pulling
- Move over sloping, uneven or slippery surfaces

Friday Harbour is an equal opportunity employer committed to hiring a diverse workforce. Friday Harbour is also committed to providing accommodations for people with disabilities. Upon request by the applicant, accommodation will be provided in all parts of the hiring process. Please contact the Human Resources department with any accommodation requests.