

## **Assistant Chief Baker**

This role reports to the Chief Baker of Multiple Reward Sdn Bhd, and assists Chief Baker in preparation and baking of all bread items in the baker's department at Central Kitchen 2, according to the established standards and to the complete satisfaction of the passengers.

### **Key Responsibilities:**

- You are responsible for the preparation of bread, rolls and other typical bakery products.
- You are responsible for all food storerooms including fridge and freezer. You are required to take part in food storage (quality and quantity controls) when required.
- Responsible for maintenance and cleaning in the respective section.
- Maintain the high standard presentation of food, together with the Head of Baker. You are responsible for planning, directing, controlling, cooking, and co-ordination tasks in Central Kitchen.
- You are responsible for the preparation and cooking of bakery products to the highest standards to ascertain an efficient food service.
- You must assure that all bakery items are prepared and served according to established standards and practices.
- To minimize spoilages and utilize food surpluses.
- You are responsible to train the personnel in the bakery on a continuous basis.
- To forward suggestions for improvements in raw material, menus, cost savings and equipment.
- Aware of all fire, safety and emergency procedures.
- Prepared to work overtime if requested.
- Other ad-hoc duties assigned by person/persons nominated by The Company.

### **Competencies:**

1. Strong knowledge of all bakery techniques, bakery food items, bakery food preparation, presentation and preservation and bakery equipment.
2. Knowledge of quality control standards and practices.
3. Monitor Central Kitchen operations & ensuring excellent kitchen cleanliness and hygiene.
4. Ability to spot and resolve Central Kitchen's problems efficiently.
5. Manage proper coaching & training to the team.
6. Provide vision, guidance and leadership focused around delivering of bakers' KPI and increasing year on year performance.
7. Excellent communication, organization, problem solving and leadership skills.
8. Able to conduct interview.

## **Assistant Pastry Chef**

This role reports to the Pastry Chef of Multiple Reward Sdn Bhd, and assists Head of Pastry in overseeing preparation and baking of all pastries items in the pastry's department at Central Kitchen 1, according to the established standards and to the complete satisfaction of the passengers.

### **Key Responsibilities:**

- Create new pastry menus and fix recipes to meet business demands.
- Controlling food and labor cost, as well as purchasing, receiving, and inventory of all kitchen items.
- Train junior pastry & pastry cook.
- Maintain an exceptional production knowledge and attention to detail with decoration and taste quality.
- Ensure high food quality.
- Read, measure, and execute recipes.
- Regularly restock all kitchen supplies and food items required for service.
- Create production list to ensure efficient execution of service.
- Conduct inventory on a regular basis to ensure proper par levels.
- Effectively communicate with management and team members in order to fulfill and address any issues or needs requested by outlets.
- Ensure kitchen equipment is properly maintained.
- Ensure all requisitions are processed properly and placed in designated area; properly label and date all products and ensure all products are rotating on a first-in, first-out philosophy.
- Identify and safely use all kitchen equipment
- Perform all other job related duties as requested.

### **Competencies:**

1. Strong knowledge of all pastry techniques, pastry food items, pastry food preparation, presentation and preservation and pastry equipment.
2. Knowledge of quality control standards and practices.
3. Ensuring excellent kitchen cleanliness and hygiene.
4. Ability to spot and resolve Central Kitchen's problems efficiently.
5. Manage proper coaching & training to the team.
6. Excellent communication, organization, problem solving and leadership skills.
7. Neat, clean, professional appearance.
8. Stamina

## **Junior Pastry/Pastry Cook / Senior Pastry**

This role reports to the Pastry Chef of Multiple Reward Sdn Bhd, and assists Head of Pastry in the preparation of pastries according to the recipes.

### **Key Responsibilities:**

- Assist in daily production of pastries.
- Prepare ingredients & mise-en-place for production.
- Minimize wastage & maintain hygiene standards.
- To check the quality of raw materials and products to ensure the standards and specifications are met.
- To develop new recipes.

### **Competencies:**

1. Passion for food and in particular cakes and pastries manual and practical skills.
2. Ability to stay on their feet for extended periods
3. Organizational skills
4. Ability to undertake detailed and intricate work
5. Cleanliness and a focus on health and safety

## **Junior Baker / Baker / Senior Baker**

This role reports to the Chief Baker of Multiple Reward Sdn Bhd, and assists Chief Baker in making a wide range of breads/pastries, and other baked goods.

### **Key Responsibilities:**

- You are required to cooperatively work together with other bakers in order to produce mass quantities of baked goods.
- You are responsible to work according to a tight production schedule that sets quotas for how many of a particular item the team must produce each day.
- You are required to master the use of a large number of tools in order to produce quality baked items. These tools range from simple kitchen implements such as a rolling pin, to complex mixing machines.
- Your duties include measuring and mixing ingredients into dough according to the recipe baking the shaped dough, place dough in pans, molds, or on sheets, bake in oven and observe products while baking and control the temperatures.
- You are required to check the quality of raw materials and products to ensure the standards and specifications are met.
- You are required to check and ensure the equipment is meet the health and safety regulations and perform maintenance or cleaning, as necessary.
- To come up with original recipes for new baked goods.
- Other ad-hoc duties assigned by person/persons nominated by The Company.

### **Competencies:**

- Knowledge of all bakery techniques, bakery food items, bakery food preparation, presentation and preservation and bakery equipment.
- Ability to perform & work according to tight production schedules.
- Knowledge of quality control standards and practices.
- Ensuring excellent kitchen cleanliness and hygiene.
- Innately creative in developing new baked goods.
- Ability to be self-motivated and self-disciplined.
- Good communication, organization & problem solving skills.