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**Westerner Park is Western Canada's Event Centre...Your Home for Celebration! We provide premier facilities and service for agriculture and trade, sports and entertainment, conferences and meetings. We are community and team focused and continually growing. Under the direction of the Executive Chef and alongside the Sous Chef, the Pastry Chef is a key role in our Catering and Banquet department. This person is a natural leader, forward thinking, who is able to create a broad range of baked goods from gourmet cookies to custom wedding cakes. The Chef is responsible for leading a team, maintaining supplies, assigning work, preparing baked goods and managing the quality, presentation and appropriateness for our clients and guests. The Pastry Chef will ensure appropriate resources are available to adequately maintain quality and safety of the department and in the kitchen**

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## ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the direction of the Executive Chef, the Pastry Chef is responsible for but not limited to, the following duties:

- Leadership and Supervisory responsibilities for bakers and all staff members of the kitchen in conjunction with the banquet chef;
  - Identify staffing needs
  - Recruit and onboard
  - Oversee the work
  - Manage scheduling, assign work and work duties
  - Provide training and development
  - Participate in employee evaluations and disciplinary actions
  - Coach, mentor and develop a team
- Baked Goods preparation;
  - Prepare a variety of goods such as cakes, cookies, pies, breads, toppings and icings using traditional and modern recipes
  - Create unique baked goods based on client specifications (flourless, sugar free, dairy free, etc)
  - Develop creative, customized cakes and baked goods for banquets, weddings and client events
  - Decorate pastries and desserts using creative ingredients and techniques
  - Wedding and celebratory cakes
  - Monitor inventory levels and place orders as required
  - Manage all aspects of food preparation and presentation
  - Monitor the quality of the banquet meal leading up to and during the event
  - Manage any special requests during the event
  - Seek innovative ways to receive feedback for future improvements
  - Maintain a stock of sample pastries that can be presented to people considering working with our business for their special event
- Safety and infection control;
  - Monitor and manage all safety and infection control requirements in the pastry prep kitchen
  - Check quality of material and condition of equipment used for prep and report any deficiencies
  - Report any deviation from standard protocol following standard company procedures



- Revenues;
  - Monitor and manage inventory and resource costs through budget development and compliance
  - Seek innovative ways to maintain profit margins through service
- Other duties as assigned

## CORE COMPETENCIES

- Lead by example
- Client and guest service and quality orientation
- Professionalism and problem solving skills
- Team centric
- Positive attitude
- Accountability and dependability
- Excellent oral and written communication skills
- Attention to detail
- Ability to work under pressure and as part of a team in a busy kitchen atmosphere
- Demonstrates creativity through pastry prep, presentation and preparation
- In depth knowledge of sanitary principles, food prep and baking techniques
- Working knowledge of baking with a variety of ingredients

## PHYSICAL DEMANDS & WORK ENVIRONMENT

- This position will spend 100% of the time standing.
- Occasional environmental exposures to cold, heat and water.
- Must be able to transport up to 50 pounds on occasion, and up to 35 pounds regularly.
- Will be constantly exposed to high temperatures in the kitchen environment.
- Manual dexterity required to use knives and kitchen appliances.

## EXPERIENCE & QUALIFICATIONS

- The ideal candidate must be motivated, enthusiastic, and able to multi-task in a fast paced environment
- Solid computer skills including Microsoft Office Suite
- Certificate or Diploma in Culinary Arts (pastry, baking or relevant field)
- Minimum 5-7 years' experience in a high volume catering and/or hospitality environment
- Solid understanding of food costing
- Ability to travel offsite to events as required to fulfil duties
- Ability to read and follow instructions as per Event Function Specification Sheets
- Excellent understanding of various cooking methods, ingredients, equipment and procedures
- Familiar with industry's best practices
- Must possess good organizational, communication, problem-solving and decision-making skills
- Must be well groomed and consistently maintain a clean appearance
- Must be able to bring correct footwear for safety
- Able to work flexible hours to accommodate business requirements, including early mornings, evenings, weekends and holidays

## AFFILIATIONS

Westerner Employees Association—Exempt

## TO APPLY

Please email your Cover Letter and Resume to Human Resources with your name and the name of the position you are applying for in the subject line to

[HR@westernerpark.ca](mailto:HR@westernerpark.ca)

**This job description is not intended to be all inclusive. Personnel may perform other related duties as requested to meet the ongoing needs of the organization.**

**Thank you for your interest with Westerner Park. We look forward to reviewing your application**

**Important Message:** We thank all those who apply. Only those selected for further consideration will be contacted. This position will remain posted until successful applicants are found.