Kapi'olani Community College. Regular, Full-Time, RCUH Non-Civil Service position with the Kapi'olani Community College (KCC), American Culinary Federation (ACF) Apprentice Program, located in Honolulu, Hawaii. Continuation of employment is dependent upon program/operational needs, satisfactory work performance, availability of funds, and compliance with applicable Federal/State laws.

MINIMUM MONTHLY SALARY: $2,607/Mon.

DUTIES: Working supervisor that is responsible for purchasing a wide variety of food and beverage supplies, goods, equipment, supplies, materials, etc., for a multi-unit multi-location food service operation independently where the nature of purchases made requires substantial specialized knowledge of food and beverage ingredients used in fine dining establishments. Plans, develops, manages and evaluates in a multi-unit multi-location food service program. Supervises and instructs employees engaged in purchasing, procurement, receiving, storage and issuing activities.

PRIMARY QUALIFICATIONS: EDUCATION/TRAINING: Associate's Degree from an accredited community college with specialization in Culinary/Pastry Arts, which provided training and skills necessary for supervisory positions in a food service operation. To be acceptable, the education must have provided culinary knowledge as outlined in the accreditation requirements of the American Culinary Federation. EXPERIENCE: Four to six (4-6) years of food services management experience that demonstrated knowledge of quantity and quality food and beverage purchasing, safety and sanitation practices, effective work organization, and staff utilization. At least two (2) years of the required food services management experience must have involved responsibility for a multi-unit food service operation which included purchasing food, beverage and general supplies, and the supervision of purchasing and storeroom activities directly, or through subordinate supervisors. Experience in food services management should have been gained in the position as a Director of Purchasing, Purchasing Manager, or Purchasing Technician for a culinary institution, commercial hotel, and restaurant or resort operation. (Bachelor's Degree from an accredited college or university in the field of Food Services System Management may be substituted for one (1) year of Food Services Management Experience.) ABIL/KNOW/SKILLS: Knowledge of purchasing laws, regulations, policies and procedures; a practical knowledge of common business methods, terms and practices as they apply to sales, prices, discounts, associated transportation and shipping costs; sources of information on vendors of supplies, materials, equipment and services common to the food and
beverage industry; and the ability to make computations including percentages to verify extensions and discounts. Ability to properly process requisitions, consolidating where possible, discussing the requirements with the user if the item desired or its characteristics are unclear, suggest alternatives of comparable use and functioning if applicable for better terms or price; purchase the item if it is from the Department's Selected Supplier list or obtain phone quotes and issue appropriate documentation to make the actual purchase. Post Offer/Employment Condition: Must be able to pass a post offer criminal background check. PHYSICAL/MEDICAL REQUIREMENTS: Post Offer/Employment Condition: Must possess tuberculosis (TB) clearance. POLICY AND/OR REGULATORY REQUIREMENTS: As a condition of employment, employee will be subject to all applicable RCUH policies and procedures and, as applicable, subject to University of Hawaii's and/or business entity's policies and procedures. Violation of RCUH's, UH's, or business entity's policies and/or procedures or applicable State or Federal laws and/or regulations may lead to disciplinary action (including, but not limited to possible termination of employment, personal fines, civil and/or criminal penalties, etc.).

SECONDARY QUALIFICATIONS: Possess or meet all qualifications required to be certified as a Foodservice Management Professional (FMP) by the National Restaurant Association (NRA).

INQUIRIES: Ronald Takahashi 734-9485 (Oahu).

APPLICATION REQUIREMENTS: Please go to www.rcuh.com, click on "Employment"; select "Apply" and navigate to "See Job Announcements and/or Apply for a Job." You must submit the following documents online to be considered for the position: 1) Cover Letter, 2) Resume, 3) Salary History, 4) Supervisory References, 5) Copy of Degree(s)/Transcript(s)/Certificate(s). All online applications must be submitted/received by the closing date (11:59 P.M. Hawaii Standard Time/RCUH receipt time) as stated on the job posting. If you do not have access to our system and the closing date is imminent, you may send additional documents to rcuhhr@rcuh.com. If you have questions on the application process and/or need assistance, please call (808)956-8344.

CLOSING DATE: August 1, 2016.

Equal Opportunities Employer -- Minorities/Women/Disability/Veteran.

- Principals only. Recruiters, please don't contact this job poster.
- do NOT contact us with unsolicited services or offers