



teresa leigh  
household risk management

## Personal Chef/Organic Gardener

**Location:** Winston-Salem, NC

**Hours:** Full time; Monday through Friday lunch and dinner service  
Some weekend and on-call hours required

**Salary Range:** \$50,000 - \$75,000 annually, commensurate with experience

### Benefits:

Housing benefit - spacious, and sunny apartment with cathedral ceilings, full kitchen, private access, and beautiful garden view

Health Insurance

Paid time off

Possible retirement benefits

### Job Responsibilities:

- Prepare and serve lunch and dinner to employer's specifications
- Prepare foods maintaining the highest sanitary conditions
- Prepare a variety of cuisines, including but not limited to American, Italian, and French
- Design menus and prepare meals using organic ingredients grown in employer's garden
- Prepare meal for dinner parties of up to 12 people
- Set a formal table
- Coordinate with caterer, party rental and other vendors
- Hire, manage and train service staff as needed
- Design, plant, and maintain an organic herb and vegetable garden in the space provided at the employer's home
- Select and maintain the tools and supplies needed for the garden
- Ensure the garden is clean, organized and visually appealing at all times
- Manage the kitchen, including inventory and shopping for food items, ensuring food is properly stored and organized, checking expiration dates, and sanitizing work and eating surfaces.
- Pair wine with meals
- Set up bar as requested

### Job Requirements:

- Professional training as a chef and a minimum of 3 to 5 years experience working as a chef
- Training in the growing and maintenance of organic vegetables, fruits and herbs
- Valid driver's license and clean driving record
- Ability to pass a background investigation
- Ability to prepare a variety of healthy and tasty meals using organic ingredients
- Knowledge of nutrition
- Knowledge of formal table settings
- Ability to set up and tend bar a plus
- Ability to work flexible hours and weekends
- Respectful and polite demeanor
- Upbeat and happy personality
- Ability to maintain professional boundaries
- Excellent work ethic
- Dependable, reliable, and prompt
- Pet (specifically dog, cat and bird) friendly
- Works well independently and with other service staff
- Ability to manage multiple projects simultaneously