



**Naval Academy Business Services Division**  
**Job Announcement Number: 26-033c**  
**Vacancy Open: July 1, 2026 – July 15, 2026**  
**Area of Consideration: All Qualified Persons**  
**Security Level: Tier 3 – US Citizenship & 18 years of age Required**

## **POSITION DETAILS**

Supervisory Junior Sous Chef, NF-1101-03  
Full Time (35-40 hours weekly, Benefited)  
\$23.35 - \$27.97/hour  
Positions Available: 1

Benefits include: Medical, Dental, Life, and Long-Term Disability Insurance; Health Savings Account (HSA); Flexible Spending Account (FSA); Automatic Retirement Enrollment, 401(k), Roth 401(k), and 401(k) Loan options; and Paid Vacation and Sick Leave Accrual.

*Exciting Career Opportunities with the Naval Academy Hospitality Team! This is an exceptional time to join the Naval Academy Hospitality team as we continue to expand and elevate our services. We are seeking skilled and dedicated culinarians to become part of our growing organization. Join us as we embark on this journey of growth and innovation. Be part of a team that values culinary excellence and offers opportunities to contribute to a dynamic and thriving hospitality operation. 8+ hour shifts which may include mornings, evenings, weekdays, weekends and holidays.*

**In order to meet the basic requirement of the Supervisory Jr Sous Chef position, NF-1101-03, you must meet one of the following:**

- (a) One (1) year of specialized experience in a culinary role. Specialized experience includes: use of more advanced culinary techniques; preparing complete meals with several dishes for special diets; culinary supervision. OR
- (b) One (1) full year of graduate level education.

## **JOB SUMMARY**

Located in the U.S. Naval Academy's Non-Appropriated Fund Instrumentality (NAFI), Naval Academy Business Services Division (NABSD) Retail Dining & Hospitality Team, the Supervisory Junior Sous Chef serves a supportive role in the kitchen in all aspects of ensuring the quality and preparation of all menu items and proper handling/storage of all food items in accordance with standards. Ensures that the function provides the highest food quality consistent with cost control and profitability margins, maximize guest satisfaction and food profitability control. Train, motivate, develop & sustain the required standards and will be responsible for inventory, kitchen staff management and food preparation. The junior chef is at liberty to delegate tasks to other kitchen staff (cooks, dishwashers) for effectiveness of performing daily operations.

## **DUTIES & RESPONSIBILITIES**

- Ensure consistent and smooth running of food production
- Ensure that working areas are always kept clean
- Assist other kitchen staff and give appropriate support and guidance as needed
- Oversees performance of kitchen staff to ensure proper activity
- Perform other administrative tasks as will be communicated by culinary management
- Ensure that required standards are adhered to in the production and preparation of food – in quality, quantity, and safety
- Work towards exceeding customer's expectation by encouraging and promoting high level of service
- Promote good team spirit regularly
- Ensure all dishes are prepared according to specification and served at the correct quality, portion size, and temperature
- Ensure that the kitchen staff work harmoniously to ensure timely production of quality foods
- Resolve possible disputes within the kitchen and report any unresolved

- Must be able to exert physical effort in transporting of supplies, restaurant equipment, furniture, plates and flatware. Endure various physical movements throughout the work areas, ability to stand stationary for long periods of time, able to reach up and down to lift, pull, push a minimum of 35 pounds.

### **YOU WILL BE RATED ON THE FOLLOWING KNOWLEDGE, SKILLS, AND ABILITIES (KSAs) FOR THIS POSITION:**

1. Culinary Experience in a restaurant, catering, country club or hospitality industry.
2. Ability to multi-task and function in a fast-paced environment with time constraints.
3. Strong verbal and written communication skills.
4. Experience maintaining a clean and sanitary kitchen environment while adhering to safe food handling and storage practices, including FIFO; with experience operating and maintaining a variety of food service equipment. Current ServSafe certification preferred.
5. Experience leading, supervising or managing a team.

### **QUALIFICATIONS & CONDITIONS OF EMPLOYMENT**

- Must be able to obtain and maintain a security clearance – requires 18 years of age
- Males born after December 31, 1959 must be registered for Selective Service
- Verification of employment eligibility in the United States is required - We are an E-Verify participant
- Probationary period: Full Time employees serve a one-year probationary period. This position will also serve a concurrent one-year supervisory probationary period.
- U.S. Citizenship is required for Tier 3 Positions
- Must be able to understand and communicate in English
- Participation in Direct Deposit
- Must maintain the privacy of official work information and data, and demonstrate the highest level of ethical conduct.

### **APPLICATION INSTRUCTIONS**

A complete online application **must** be submitted no later than NOON on the closing date to be considered for a USNA NAF/NABSD position. Resumes must not exceed 2 pages. **Apply Here:** [NABSD Career Center](#)

Visit our website <https://www.usnabsd.com/about/careers/> or email [nabsdjobs@usna.edu](mailto:nabsdjobs@usna.edu) if you need assistance.

### **EMPLOYMENT PREFERENCES**

Explanation of employment preferences is available on the NABSD Website. No preference is given unless requested and documented. Acceptance or declination of a regular position ends ability to claim preference for spouse or Involuntarily Separated (IVS) applicants. To claim a preference, you must attach the following documents with your employment application:

- **NAF RPL (Non-Appropriated Fund Reemployment Priority):** Most recent separation BBA SF50 (or equivalent).
- **Military Spouse Preference:** Most current military member's PCS orders, submit spousal request form – **(Per the CNIC 5300.206b, spouses' preferential consideration for NAF positions at the NF-3 and below)**
- **Veteran's Priority Consideration:** Page four (4) of the DD-214

*Notes: Failure to provide the required information may result in loss of consideration for the position and elimination from the selection process. Applicants may be required to provide proof of education, complete a pre-hire health screening, etc. DON is an EEO employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, or other non-merit factor. Reasonable accommodations may be provided to applicants with disabilities. If reasonable accommodation is needed for any part of the application and hiring process, please contact the office that is collecting the applications. The decision on granting reasonable accommodations will be on a case-by-case basis.*