

MSTM Cook Job Description

SUMMARY: Assist with all aspects of production and service of meals including cooking, line setup, replenishment, clean up, and storage. Comply with health standards, all safety procedures, departmental policies and procedures, and all applicable state and federal regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

1. Assists in meal preparation and service by cooking, pre-portioning and setting up serving lines, condiment stands, and salad bar.
2. Serves, cashiers, cooks, and/or washes dishes during meal service. Perform other job-related duties as assigned.
3. Cleans equipment, utensils, pans and all food preparation, serving and storage areas.
4. Stores, dates, and labels leftover food; performs other job-related duties as assigned.

EDUCATION AND RELATED WORK EXPERIENCE:

- High school diploma or equivalent.
- Work experience with large volume food preparation preferred.

TRAININGS, CERTIFICATIONS, AND PRESERVICE REQUIREMENTS:

- Background check required for hire.
- Universal Precautions training required upon hire.

TECHNICAL SKILLS, KNOWLEDGE, AND ABILITIES:

- Basic mathematical and measuring skills for following recipes and giving change to students.
- Basic computer skills preferred.
- Ability to promote and follow building and department policies and procedures.
- Ability to communicate, interact and work effectively and cooperatively with all people including those from diverse backgrounds.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.
- Knowledge of large volume food production, serving and sanitizing equipment, preferred.
- Knowledge of basic kitchen utensils including knives, slicers, thermometers and cleaning agents.
- Normal office equipment such as personal computer, printer, copier, fax, phone system, e-mail.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

- Ability to stand and walk for extended periods of time.
- Ability to lift up to 50 pounds.
- Ability to work safely with toxic or caustic chemicals.

Approved 4/14/14

Reviewed 4/14/14

Revised _____