

COOK

Minimum requirements:

- Graduation from high school or GED;
- One year of experience in a large scale food preparation environment., preferably with USDA Child Care experience.
- Must have a Certified Food Manager credential or must obtain the credential within one year of employment
- Must have (or be willing to obtain) training and experience necessary to make quality meals for very young children.

Must be able to do the following:

- Communicate effectively with other staff.
- Document appropriate meal planning and meal recording for meals served to children.
- Maintain effective, working relationships with children, parents, and staff.

Nature of Work

- Hours of work and schedule are determined by the Director, based upon program needs and availability of funds.
- Work involves providing comprehensive meal planning and meal delivery to children...
- Supervision/evaluation of the cook is provided by the center director.

Job Duties, Responsibilities, Required Knowledge, Skills and Abilities:

- Prepares or directs preparation of regular and special diet foods according to prescribed menus and recipes.
- Follows established schedules in cooking, baking, sanitation, and related activities.
- Determines proper cooking time and temperature.
- Takes inventory of supplies on hand and advises School Director of any needed food supplies, ingredients, and other consumables on a scheduled basis.
- Cleans and sanitizes all food preparation equipment and ensures that it is kept in safe and operable condition.
- Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide a quality food service.

- Prepare palatable meals according to specified menu and schedule with a minimum of waste.
- Use standard food preparation utensils such as knives, spoons, tongs and whips.
- Operate power driven equipment such as a mixer.
- Train and coordinate the work of part-time assistants engaged in preparation.
- Perform physical inventories and keep records.
- Observe or monitor objects and people's behavior to determine compliance with prescribed operating or safety standards.
- Comprehend and make inferences from materials written in English
- Build a menu that is both colorful, appealing to children, tasty and nutritional.
- Attends all training opportunities and staff meetings as provided and scheduled.
- Bend or stoop repeatedly over time, such as removing items from stove, oven or refrigerator.
- Clean and sanitize work area and equipment using broom, mop, sponge, cleaning solution or other appropriate tool or material.
- Learn job-related material primarily through oral instruction and observation which takes place mainly in an on-the-job training setting.
- Remain in a standing position for extended periods of time.
- Work cooperatively with other employees and our customers.
- Move objects between 20-50 pounds short distances (20 feet or less)
- Make continuous or repetitive arm-hand movements, such as slicing or chopping food.
- Performs any other tasks deemed necessary by the center director
- Work safely.