



Cook

Position Profile

We are looking for a dedicated, organized cook who enjoys working as part of a team in a fast paced culinary environment. The Cook's duties include preparing, producing, heating, cooking, baking and serving a variety of foods from fresh, canned, dry or frozen states according to recipes and assists in other related tasks in our food service production and/or service area.

General Responsibilities

- Prepares, produces, heats, cooks, bakes and serves a variety of foods including soups, entrees, meats, vegetables, desserts, breads, salads, sandwiches or other foods as specified by the menus, recipes and production records.
- Operates kitchen equipment such as, but not limited to, electric mixers, slicers, grinders, ovens, stove tops, skillets, warmers and coolers.
- Utilizes kitchenware such as, but not limited to, knives, spatulas, whisks, tongs, spoons, and ladles.
- Practices safe food handling according Hazardous Analysis Critical Control Point HACCP, Oakland County Health Department and ServSafe.
- Assists in the monitoring, reduction and management of food waste.
- Occasionally cleans and sanitizes pots, pans, and kitchen utensils.
- Performs daily, weekly, and monthly deep cleaning of the facility, service areas, and all transient hot carts, mobile carts, and rolling racks.
- May receive, label and store food and supplies according to produce and Food Service HACCP Standards.
- Assists in taking inventory.



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Administration

- Reports to Food Services Supervisor

Personal Characteristics and Skills of Applicant

- Hard working
- Prepare, produce, cook, heat, bake assemble and serve a large quantity of a variety of foods
- Work rapidly and efficiently in performing job duties
- Work cohesively with peers, supervisors, school personnel and students
- Apply and maintain standards of cleanliness, sanitation and personal hygiene
- Read, write and communicate in basic English
- Demonstrate customer service skills on an ongoing basis
- Safely lift and carry objects weighing up to 50 pounds
- Stand and walk on concrete and tile floors for long periods of time
- Withstand a wide range of temperatures
- Work in refrigerated areas

Qualifications

- Methods of preparing, producing, cooking, heating, baking and serving large quantities or a variety of foods from fresh, canned, dry or frozen.
- Use and care of kitchen equipment and utensils
- Cleaning and sanitation methods used in a food service environment
- Food storage methods
- Basic arithmetic (i.e. addition, subtraction, multiplication and division)



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- Customer Service experience
- ServSafe certified or willing to become

Hours: The hours are from 9:00 am - 1:30 PM Monday through Friday during the school year. The individual will follow the school calendar.