

COOK

QUALIFICATIONS

A. REQUIRED

- B. Elementary school education or equivalent
- C. One year of experience in quantity cooking
- D. Sanitation certificate within three (3) months of hire
- E. Ability to operate standard cooking machinery and equipment
- F. Equivalent combination of education/training/experience

G. DESIRED

- Three years of experience in quantity cooking

SUMMARY

Prepares and cooks a wide variety of food from provided menus while utilizing food safety and sanitation standards. Also assists with service of food and sanitation duties. Requires regular attendance to perform essential functions of this position.

Reports to: Food Service Supervisor

ESSENTIAL FUNCTIONS

- Checks daily menu and ensures that cooking times are coordinated
- Washes, cuts, cooks and prepares foods according to established recipes or supervisor's instruction while upholding all food safety and sanitation procedures
- May oversee the work of attendants and participate in washing, cutting and preparing food for cooking
- Cooks or supervises the cooking of meats and vegetables
- Assists with the clean-up of cooking utensils, grills, ovens and equipment used in food preparation
- Prepares, presents, and checks food to ensure quality meets or exceeds standards
- Takes and records temperatures of food during cooking and before service to ensure food is within proper temperature range
- Primarily in charge of properly filling out production records and ensures they are completed each day
- Assists Supervisor/Attendant III with forecasting for future meals to meet mandated nutritional requirements while minimizing leftovers and food waste
- Keeps a basic, running inventory of food stores to assist supervisor with ordering
- Ensures that leftovers are properly stored and that the kitchen is ready for the preparation of the next meal
- Assists with the training of new employees
- Follows standardized recipes issued by the Food Service Department so that quality is consistent throughout the District
- May assist with setting up serving lines
- Exhibits patience, courtesy and tact in dealing with others
- Promotes and supports district wide educational advancement in 21st Century skills
- Integrates knowledge and skills that are relevant to the 21st Century
- Performs other related duties as assigned



COOK

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to withstand temperature extremes
- Ability to lift, carry, push and pull objects related to the preparation and serving of food, up to 50 pounds
- Ability to exercise judgment in accordance with established procedures
- Ability to meet deadlines under time constraints
- Ability to demonstrate adequate knowledge of food safety applicable to operation
- Ability to demonstrate adequate knowledge of Arizona State Nutrition Standards applicable to operation