

POSITION TITLE	Cook
REPORTS TO	Head Chef
WORK LOCATION	Sitka Fine Arts Campus
FLSA STATUS	Non-Exempt
EMPLOYMENT CATEGORY	Full-time seasonal

SUMMARY

Sitka Fine Arts Camp's (SFAC's) cook is responsible for preparing and/or directing the preparation of food to be served, complying with all applicable sanitation, health and personal hygiene standards and following established food production programs and procedures. The cook is responsible for appropriate use of facility supplies and equipment to minimize loss, waste and fraud.

ESSENTIAL DUTIES

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Prepares or directs preparation of food served using established production procedures and systems.
2. Complies with established sanitation standards, personal hygiene and health standards. Observes proper food preparation and handling techniques.
3. Stores food properly and safely, marking the date and item.
4. Reports necessary equipment repair and maintenance to supervisor.
5. Correctly prepares all food served following standard recipes and special diet orders.
6. Plans food production to coordinate with meal serving hours so that excellence, quality, temperature and appearance of food are preserved.
7. Apportions food for serving.
8. Keeps work area neat and clean at all times; cleans and maintains equipment used in food preparation.
9. Completes food temperature checks before service.

MINIMUM QUALIFICATIONS

- Four years of progressive experience in high-volume food production or catering, or an equivalent combination of relevant education and/or experience.
- Food handler card.

REQUIRED COMPETENCIES

- Customer focus.
- Strategic Thinking.
- Thoroughness.
- Leadership.
- Communication Proficiency.
- Presentation Skills.
- Ability to use and train others in the safe and efficient use of standard kitchen tools and equipment.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work environment can be loud and busy. There are many kitchen hazards such as hot surfaces and liquids, sharp knives, and slippery floors. The employee is required to stand for long periods as well as walk, bend and stoop. The position requires working taste buds, ability to smell, feel with fingers and visually inspect, including close and distance vision. The position requires ability to use arms, hands and manipulate fingers to reach, stir, measure, pour, cut, chop, dice, decorate, etc.

DISCLAIMER

The above is not intended to list all possible essential functions or requirements as they are subject to change. The employer reserves the right to revise or change this description. This description does not constitute a written or implied contract of employment. To perform this job successfully, an individual must be able to satisfactorily perform each of the above essential duties and meet the physical demands. Reasonable accommodations may be made to enable individuals with disabilities to meet these requirements.

COMPENSATION

\$16/hour