COOK 1
POSITION DESCRIPTION

Position Title:	**Cook 1**	Location:	**Both locations**
Department:	**Kitchen**	Reports to:	**Executive Chef**

FLSA Status: **Exempt** ☐ **Non-Exempt** ☒ Type: **Full-Time/Part-Time**

EEO Category: 9-Service Workers

Position Summary

The Cook is responsible for the daily preparation of food items in a timely and uniform manner by using various methods including grilling, baking, roasting, broiling, frying, boiling, sautéing, and steaming, using both oven and stovetop,

Essential Tasks & Responsibilities

- Prepare both meats and deli salads,
- Cook and prepare salads,
- Cook turkey, roasts, chicken breasts while focusing upon time and temperature,
- Safely use various kitchen utensils including, but not limited to, slicer, knives, blenders, food processors, and can openers,
- Strong focus on food safety,
- Maintain utensils properly to ensure they are in good working condition, clean, and safe,
- Follow established recipes and procedures,
- Season, weigh, measure, mix, wash, peel, and cut/carve,
- Test food by established standards to ensure consistent quality, freshness, and temperature of food,
- Work alongside other team members to ensure streamlined service and a commitment to work together to achieve company goals,
- Ensure transfers are recorded,
- Rotates, labels, and organizes deli,
- Maintain consistent quality and quality and quantity,
- Ensure food areas are stocked, organized, and stored properly and alert manager of any inventory deficiencies,
- Manage inventory and ensure the proper disposal of shrink,
- Handle customer inquiries with a high level of customer service,
- Comply with federal (OSHA) and state (MOSH) health and safety regulations and safe work practices, reporting of any defects immediately to management,
- Use protective personal equipment (PPE) as required,
- Perform general cleaning and keep work areas neat, clean, and free of unsanitary objects, and safe,
- Must place a high priority on sanitation and safety, and
- Perform additional duties as assigned or required.

Supervisory Responsibilities

None

Qualifications

Education, Certifications and/or Licenses:

- High school diploma or GED equivalent.

Experience:

- Two to three years' kitchen, preparation, or catering experience in a high-volume capacity.

Knowledge/Skills:

- Ability to follow recipes,
- Passion for food,
- Knowledge of knife skills and proper technique of food preparation,
- Must be skilled with using various kitchen utensils, food preparation equipment, and other sharp objects,
- Ability to maintain and stick to a schedule and report on time,
- Ability to work a flexible schedule that includes nights, weekends and holidays is required,
- Professional presentation and attitude,
- Ability to maintain focus,
- Strong time management skills,
- Must be results/production-oriented with excellent communication skills using diplomacy and discretion,
- Must have strong customer service skills and a helpful, courteous approach to resolving customer complaints,
- Ability to demonstrate sound judgment and troubleshoot issues,
- Ability to work independently or as a team member in a fast-paced environment, work under pressure, multi-task, and meet deadlines, and
- ServSafe Certification highly desired.