

RELIEF COOK

GENERAL DEFINITION OF WORK:

Performs various kitchen and cooking duties under the general supervision of the Assistant Superintendent of Operations and direct supervision of the Food Service Manager.

TYPICAL DUTIES:

Performs food preparation, cooking, baking, serving, etc;

Washes dishes and cleans kitchen equipment;

Maintains sanitation standards and clean/safe environment;

Receives inventory and stocks food and food supplies;

Prepares food production sheets;

Operates kitchen equipment;

Performs related tasks as required;

KNOWLEDGE, SKILLS AND ABILITIES:

General Knowledge of food preparation and food production; knowledge of operation of kitchen equipment; ability to understand both oral and written instructions; knowledge of sanitation standards; knowledge of good personal hygiene; ability to follow recipes and nutritional values of food; ability to work independently; ability to organize work; ability to work effectively with co-workers, detainees and supervisors.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to completion of eighth grade and some experience in cooking foods, preferred.

PHYSICAL REQUIREMENTS:

Must have the physical ability to lift a minimum of 40 lbs. Must be able to walk and stand for long periods of time.

SPECIAL REQUIREMENTS:

Must be able to complete and maintain certification in Serv-Safe Sanitation Class.
Must be able to successfully complete and maintain certification in OSHA.

