



# TAMASSEE DAR SCHOOL

*"Reaching for the Stars"*

**JOB TITLE:** Cook

**DEPARTMENT:** Dietary

**SUPERVISOR:** Manager of Food Services

**CLASSIFICATION:** Hourly/Part-time

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**Position Summary:** The Cook will provide nutritious, tasty meals and quality food service in an atmosphere to cleanliness, cheerfulness, and personal caring.

## Essential Functions and Responsibilities

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- Assist in the preparation and serving of daily menus and other special meals as assigned by the Manager of Food Services.
- Responsible for the day to day cleanliness, sanitation, and appearance of unit as assigned by the Manager, as well as the safety of unit.
- Responsible for maintaining a high standard of personal hygiene.
- Responsible for the security of inventory and food services equipment.
- Assist in training and supervision of food service work study students teaching responsibility and respect.
- Cleans, cuts, prepares, and cooks meat, fish, or poultry to a safe temperature.
- Prepares and cooks various items according to menus, special dietary or nutritional requirements, or numbers of portions to be served.
- Apportions and serves food to guests, employees, and students.
- Washes cooking equipment such as pots, pans, dishes, utensils, and other pieces.
- Inventories supplies and equipment.
- Performs other related duties as assigned.

## Competencies

- Excellent verbal and written communication skills.
- Basic understanding of or ability to learn sanitation and regulations for workplace safety.
- Basic understanding of or ability to learn food handling techniques, preparation, and cooking procedures.
- Must be able to work quickly and efficiently.
- Must be able to work well as part of a team.
- Must be able to work well under pressure.
- Ability to maintain personal cleanliness.

## Required Qualifications

- High school Diploma or equivalent, vocational school coursework in kitchen basics, such as food safety, preferred.
- One year of related experience preferred.
- Flexibility to work afterschool program hours, especially as seasons and service needs change.

## Work Environment

This job operates in a kitchen, cafeteria style environment. This role routinely uses standard kitchen equipment such as dishwashers, ovens, cutlery, and cooking utensils. Community-based location that serves youth, families and community members daily. Frequent contact with employees, community-based organizations, families, students, and community members.

## Physical Demands

The position requires prolonged periods of standing. Must be able to lift up to 15 pounds at times. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

## Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or

responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.