

COOK

DEFINITION

Plans, prepares, cooks, and serves a variety of soups, meat dishes, entrees, and vegetables.

TYPICAL DUTIES

Prepares and cooks meats, fish, and poultry.

Prepares and cooks fresh and frozen vegetables.

Prepares and cooks soup and meat substitutes.

Operates a variety of electrical and manual equipment and appliances used in food preparation.

Sets up and replenishes steam tables; prepares food for service, and serves entree items during serving periods.

Prepares, handles, and serves food in accordance with established health and safety regulations and practices.

Cleans equipment, working areas, and utensils.

Works throughout the kitchen, serving and sales areas during peak periods and in the absence of personnel.

Assists in planning menus, creating new recipes, ordering supplies, and pricing items.

Checks and stores supplies.

Assigns and reviews the work of Food Services Workers assigned to the department.

May take charge of a cafeteria during a manager's absence.

May bake breads, rolls, biscuits and muffins.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

A Cook plans, prepares, and cooks a variety of soups, meat dishes, entrees, and vegetables.

A Grill Cook prepares, cooks, and serves short order items in a sustained high volume environment.

A Food Services Manager plans and manages a diverse, day and evening program of food services at a college which includes dining room, fast food, snack bar, vending machine, and special event catering services.

SUPERVISION

General supervision is received from a Food Services Supervisor or Food Services Manager. May assign and review the work of food services personnel.

CLASS QUALIFICATIONS

Knowledge of:

- Planning, preparing, cooking and serving large quantities of a variety of foods
- Proper use of various cuts of meat
- Use and care of kitchen utensils and cafeteria equipment
- Cleaning and sanitation methods and techniques
- Proper methods of food storage
- Health and safety regulations and procedures related to food preparation and handling

Ability to:

- Plan and prepare a wide variety of appetizing and nutritious food
- Read, understand, and follow recipes
- Work effectively with District personnel, students, and the public
- Schedule work to produce food at specific times
- Prepare food to meet menu plans

ENTRANCE QUALIFICATIONS

Education and Experience:

Two years of paid experience in the preparation and cooking of large quantities of foods which include soups, entrees, meats, and vegetables. Successful completion of an accredited training program as a cook or chef may be substituted for the required work experience.

Special:

Requires standing for long periods of time and exposure to heat.