

INDEPENDENT SCHOOL DISTRICT 728
ELK RIVER, MINNESOTA
JOB DESCRIPTION

JOB TITLE: Preparation Cook

CLASSIFICATION: Cook

REPORTS TO: Head Cook

DATE REVISED: February 2009

PURPOSE: The Preparation Cook assists the Cooks in preparing and serving nutritious school lunches and maintaining a safe and sanitary area.

DUTIES AND RESPONSIBILITIES:

1. Prepares food as directed by First Cook and/or Head Cook such as salads, dressings, fruit, etc. so that food is prepared properly and available in a timely manner.
2. Stores remaining food in containers and places in cooler so that food is safely stored and available for use as needed.
3. Cleans counter, dishes, stoves, equipment in kitchen and lunchroom areas so that equipment is ready for the next day.
4. May assist in grocery delivery/stocking.
5. Other job related duties as assigned.

MINIMUM QUALIFICATIONS:

1. High school degree, GED, or equivalent.
2. Demonstrated knowledge of proper cooking methods, serving food, care and use of kitchen and lunchroom equipment, and proper sanitation.
3. Currently enrolled in Level I School Food Service Certification Program from School Nutrition Association.
4. Demonstrated experience using standardized recipes and following menus.
5. Ability to work with others.
6. Ability to maintain good public relations with student and staff.
7. General math skills for measuring and recipe processing.
8. Regularly able to lift heavy objects in excess of forty (40) pounds.
9. No allergies to kitchen/cleaning chemicals.
10. Ability to work overtime including weekends and holidays.