



Cook

The Cook is a member of the Claggett Center culinary team and reports to the Head Chef. This is a full-time hourly (non-exempt) position, ranging in hours from 32-40 per week. The Cook shall further the mission of the Claggett Center by providing exceptional Christian hospitality through the execution of food service and guests' dining experiences including, but not limited to:

COOKING & KITCHEN TASKS (100%)

- a. Cooks and serves all food to proper specifications in a timely manner.
- b. Ensures proper food temperatures are maintained and food is stored correctly. Ensures freshness and quality of all menu items.
- c. Performs opening, closing and side work duties as instructed and according to proper guidelines. Keeps workstation and equipment clean, organized, sanitized, and sufficiently stocked.
- d. Sets up and utilizes kitchen equipment to prepare food items such as: knives, slicers, whips, pots, pans, warmers, steamers, grills, ovens, dishwasher, etc.
- e. Cleans, washes dishes and pots and pans, and performs general kitchen and dining room cleaning.
- f. Follows and upholds all health codes and sanitation regulations.
- g. Ability to work varied hours/days, including nights, weekends, and holidays, as needed.
- h. Works independently and/or leads the culinary team in the absence of the Head Chef, including preparing and serving meals, and performing all necessary clean up.
- i. Effectively communicates with the Head Chef any kitchen issues or needs.
- j. Performs other duties as assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty and responsibility satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Minimum two years of formal culinary/quantity food service employment or commensurate experience.
2. Self-starter that can work both independently and collaboratively.
3. Courteous, approachable, and responsive demeanor when working with the public.
4. Dependable, professional behavior with a responsible work ethic.
5. Ability to maintain the integrity of sensitive and confidential information.
6. Excellent written and communication skills.
7. Comfortable working in a faith-based community.
8. Be in good physical condition--able to lift and move at least 75 lbs.
9. Valid driver's license and reliable transportation.