

COOK I

NATURE OF WORK IN THIS CLASS:

Leads and participates in a variety of cooking functions of a cafeteria.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed).

Leads and cooks regular and special diet foods according to prescribed menus and recipes.

Prepares meat dishes, soups, sauces, vegetables, eggs and a variety of other food for lunch, breakfast and special diets.

Ensures that nutritional, sanitation, and safety standards are followed and maintained.

Leads in the portioning of foods; ensures that food taste palatable by tasting food prior to serving.

Assists in planning menus and making food substitution.

Ensures that the dining areas are maintained; leads in the setting up of cafeteria.

Serves food in the cafeteria line or dining room.

Cleans and sanitizes kitchen utensils and equipment.

Applies and enforces safe sanitary work practices on the job.

Maintains work records and prepares reports.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the preparation, cooking, and serving procedures of the food service trade.

Knowledge of food sanitation procedures.

Ability to lead the work of others.

Ability to prepare wholesome and palatable meals with a minimum waste.

Ability to work long hours while standing in room of high temperatures.

Ability to apply and enforce safe and sanitary work practices on the job.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Ability to maintain work records and prepare reports.

Skill in the cooking trade.


MINIMUM EXPERIENCE AND TRAINING:

- (a) One year of experience in large scale cooking; or
- (b) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

NECESSARY SPECIAL QUALIFICATION:

Possession of a valid health certificate from the Department of Public Health and Social Services.

ESTABLISHED: JULY, 1980



DAVID R. FLORES, Executive Director
Civil Service Commission