

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT CLASSIFIED JOB DESCRIPTION
NUTRITION SERVICES COOK

DEFINITION

To prepare, bake, and cook a wide variety of main dishes and bakery items in large quantities. To create, produce, and serve foods that may meet nutritional standards for compliance with a school meal program.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from supervisory staff. Provides technical and functional direction to other nutrition services staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Prepares a wide variety of all food items necessary for students, faculty and catering. Assists in recipe development and taste testing with student populations. Follows recipes to prepare and/or assemble food items; cooks food ingredients all while ensuring and maintaining required food safety methods. Assists in the set up of food products and prepared foods for distribution. Completes daily preparation sheet, itemizing all ingredients used. Disposes of refuse. Assists in the planning and directing of production and preparation of food. Instructs others in the preparation and safe handling of food. May serve students, operate computerized point of sale equipment, handle cash transactions, make change and reconcile cash transactions. Reviews monthly menu for production and suggests changes if needed. Completes weekly requisition of food and supplies. Receives incoming food and supplies. May direct other cafeteria workers assigned in the preparation of food. May clean kitchen equipment and utensils. Performs related duties as assigned.

QUALIFICATIONS

Knowledge and Abilities:

Knowledge of cooking practices and procedures. Knowledge of a wide variety of standardized practices for producing different dishes. Knowledge of safe work practices. Ability to operate basic computerized systems and office/kitchen equipment. Knowledge of math principals for the ability to adjust recipes to produce different quantities and extrapolate proper amounts of raw ingredients needed for production. Ability to organize work so that a variety of dishes will be ready when needed. Ability to prepare food that is attractive as well as appetizing. Ability to read, write and communicate in English. Ability to establish and maintain effective working relationships with those contacted in the course of work.

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Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of cooking large quantities of food in a commercial or institutional operation.

Training and Certificates:

Equivalent to the completion of the twelfth grade is desirable.

License and Other Requirements:

Possession of, or ability to obtain a Food Protection Manager Certificate.

Salary:

Range 20

Reviewed and Agreed to by:

Date: 11/2018