

Job Description

Job Title: P.M. Cook
Shift: 11:00 a.m. - 7:30 p.m.
Reports to: Supervisors, Nutrition Care Director, Consultant Dietitian

Qualifications

Must be able to speak, read and write in English. High school graduate or higher with a minimum of 2 years cooking experience. Experience with therapeutic diets preferred. Ability to follow, interpret and adjust standardized recipes. Knowledge of basic principals of quantity food production and preparation.

Job Summary

Prepares entrees, vegetables, starches, and desserts following standardized recipes and menu directives. Accuracy in weighing and measuring food ingredients and portions. Serves a portion of the lunch tray line. Date, label and stores leftovers properly, keeping work area clean. Responsible for preparation of menu items for the next day, including pulling meats from freezer.

Job Training and Knowledge

Initial on-the-job training, working with standardized recipes. Review of all good production, menus, therapeutic diets and cooking procedures. Training for proper sanitation techniques. Weekly production meetings with updates/in-services as needed.

Special Duties

Maintain cooking equipment/utensils in good working order. Keep ranges, ovens and work area clean and free of food spills at all times. Prepare orders for catering functions as needed.

Physical Demands

Must be able to stand and walk short distances most of the working day. Bends, lifts, carries, pushes and handles equipment and supplies in performance of duties. Should be able to lift an average of ten (10) to twenty-five (25) pounds.

Working Environment

Works in a clean, well-lighted and ventilated kitchen. Subject to cuts, burns and change of temperatures.

Personnel Specifications

Sense of responsibility, moral integrity and common sense. Sincere desire to work with the aged and infirmed. Ability to handle stressful situations in a calm and effective manner. Ability to cooperate with other personnel in a team effort. Must be able to take orders from supervisors and give effective feedback to subordinates. Must abide by personnel policies. Must make every effort to adhere to scheduled hours, with the knowledge that the care of the residents depends on your job attendance.