

# DELANO UNION SCHOOL DISTRICT

## COOK I

### BRIEF JOB DESCRIPTION

Under supervision of the Director of Food Services, or Food Service Supervisor I, the Cook I assists in the preparation and cooking of a variety of foods and baked goods in a productive food service facility. Assists in maintaining productive activities at a high level of quantity and quality. Maintains food services in an orderly, safe, and sanitary condition.

### REQUIRED QUALIFICATIONS:

Must be knowledgeable of skilled and specialized methods and procedures for cooking food in large quantities; sanitation, safety, and inventory control; standard food service production equipment, appliances, and utensils. Must have the ability to efficiently and skillfully assist in preparing main dish and specialty food items, operate packaging equipment, maintain food production and operational standards, understand and carry out oral and written directions, and establish and maintain cooperative working relationships. Must possess a valid California Motor Vehicle Operator's License. One (1) year experience in quantity food preparation which includes cooking, serving, and kitchen maintenance in a commercial, institutional, or school food service setting or two (2) years experience as a cafeteria helper in a school food service operation.

Education Graduation from high school or Equivalent (GED). Specialized training in food preparation is desirable. ServSafe Certification required.

### Essential Functions of this Position:

1. Participates in the preparation, cooking, packaging and baking of a variety of foods;
2. Assists with coordination and organization of preparing such foods for transport;
3. Follows recipes and menus in the preparation of meat, main dishes, and specialty food items;
4. Helps cook meals, prepares salads and sandwiches; carves meat and dishes up food;
5. Helps with cleaning of the kitchen, kitchen equipment and eating utensils;
6. Assists in maintaining appropriate food inventory;
7. May prepare food and participate in a banquet or catering activity;
8. May be required to provide own transportation to and from production facilities and to school site;
9. Assists in arranging proper storage of food and supplies;
10. Assists all personnel in methods or procedures of tasks assigned;
11. Works with custodial and maintenance staffs in the safety and maintenance of the kitchen and equipment;
12. Inspects food service area of responsibility to meet standards of sanitation that will pass County Health Department inspections.

13. Incorporated within one or more of the previously mentioned essentials functions of this job description are the following essential physical requirements. Place the applicable number from the chart below that best indicates what percentage of time is spent on each of the following essential physical requirements. The categories refer to the overall requirements on an annual basis.

- |               |   |                      |                  |   |                      |
|---------------|---|----------------------|------------------|---|----------------------|
| 1. Seldom     | = | Less than 25 percent | 3. Often         | = | 51-75 percent        |
| 2. Occasional | = | 25-50 percent        | 4. Very Frequent | = | 76 percent and above |

- 2 a. Ability to work at a desk, conference table or in meetings of various configurations.
- 4 b. Ability to stand for extended periods of time.
- 4 c. Ability to see for purposes of reading laws and codes, rules and policies and other printed matter.
- 4 d. Ability to hear and understand speech at normal levels.
- 4 e. Ability to communicate so others will be able to clearly understand normal conversation.
- 3 f. Ability to bend and twist, stoop, kneel, push and pull.
- 4 g. Ability to stir.
- 1 h. Ability to lift 40 lbs.
- 2 i. Ability to carry 15 lbs.
- 4 j. Ability to reach in all directions.

OTHER RELATED FUNCTIONS OF THIS POSITION

- 1. Other related duties as assigned.

Employee: \_\_\_\_\_

Date: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.