JOB DESCRIPTION

COOK II

A. RESPONSIBILITIES:

1. To serve the students attractive and nutritious meals in an atmosphere of efficiency, cleanliness and warmth.

B. RELATIONSHIP TO OTHERS:

1. Work under the direct supervision of the building principal, Cook III and the nutritionist.
2. Work cooperatively with all staff to develop and maintain an effective, on-going food service program.

C. HOW SELECTED:

1. Application
2. Interview
3. Recommendation by the Superintendent
4. Employment by the Board of Education

D. QUALIFICATIONS FOR THE POSITION:

1. Any combination of training and experience which would lead to successful employment as a Cook II, such as:

    a. Knowledge of menu requirements
    b. Ability to operate kitchen equipment
    c. Ability to properly clean the kitchen area
    d. Obtain a food handler's car
    e. Ability to assist the Cook III in preparing large quantities of food, producing a quality product
    f. Ability to develop and maintain an effective working relationship with others
    g. Must have obtained a High School Diploma or GED
    h. Successful passage of the State Competency Test for Cooks or holds or has held the classification as a cook

E. FUNCTIONS AND DUTIES:

1. Assist in the preparation and serving of food in a quick and pleasant manner
2. Assume responsibility for seeing to it that during meal service periods the supply of food offered is replenished regularly.
3. Assist in the daily clean up of the kitchen and service areas.
4. Perform major cleaning of refrigerators and storerooms at regularly scheduled intervals as designated by the Cook III or Food Service Supervisor.
5. Assume responsibility for storage and disposal of unused foods.
6. Maintain the highest standards of safety and cleanliness in the kitchen (Including trash and garbage collection in a sanitary fashion)
7. Participate in in-service training as directed.
8. Perform other duties assigned by the Principal, Nutritionist or Cook III.

TERM OF EMPLOYMENT: 200 Days – Salary based on job classification and pay grade scale established for service personnel

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Service Personnel

(REVISED 12-2-99)