

COOK/BAKER

DEFINITION

Under general supervision, performs skilled large quantity cooking and baking in the preparation of main dishes, vegetables, sauces, and gravies, desserts, breads and other bakery items; and performs related work as required.

CLASS CHARACTERISTICS

Performs skilled large quantity cooking and baking.

EXAMPLES OF DUTIES

Cooks and prepares entrees, soups, vegetables, and other foods; cooks meat and other main dishes. *E*

Bakes pies, biscuits, cookies, bread, cakes, and other bakery items. *E*

Check recipes and estimates quantities of food and supplies needed. *E*

Increases and breaks down ingredients in recipes to produce a specified quantity of food. *E*

Prepares food for banquets, special events or community affairs upon request. *E*

Cleans and stores cafeteria equipment and food supplies. *E*

Assists with storing and planning the use of leftover foods. *E*

Serves food, cashiers, and counts money.

Performs general kitchen duties.

Instructs helpers or new personnel in methods and procedures of tasks assigned.

Performs related work as required.

MINIMUM QUALIFICATIONS

Knowledge of:

1. Methods of preparing, cooking, and baking foods in large quantities;
2. Kitchen sanitation procedures;
3. Operation, cleaning, and caring for utensils and equipment;
4. Basic math, weights, and measurements; and
5. Appropriate safety precautions and procedures.

Ability to:

1. Prepare and cook meats and vegetables skillfully in large quantities;
2. Operate a variety of appliances used in cooking foods in large quantities;
3. Add, cashier, and make change quickly and accurately;
4. Weigh and measure ingredients;
5. Expand and decrease recipes;
6. Understand and carry out oral and written instructions;
7. Establish and maintain effective relationships with those contacted in the course of work; and
8. Maintain work pace appropriate to given workload.

EDUCATION

Individuals possessing the knowledge, skills, and abilities listed above are considered to possess the necessary education.

EXPERIENCE

Skilled level food service experience in large quantity institutional food preparation. Supervisory experience is desirable. Experience as a Food Service Assistant in which the individual has acquired cooking skills.

WORKING CONDITIONS

Environment:

Food service facility environment; subject to heat from ovens, cold from walk-in refrigerators and freezers, and working evening or variable hours including weekends.

Physical Abilities:

Standing and walking for extended periods of time; moderate lifting up to 25 pounds; dexterity of hands and fingers to operate kitchen equipment; pushing or pulling objects, food trays and carts weighing up to 50 pounds; reaching overhead, above the shoulders and horizontally; seeing to assure proper quantities of food; bending at the waist.

Hazards:

Exposure to hot foods, equipment, and metal objects used in cooking and baking; exposure to sharp knives and slicers; exposure to detergents, abrasives cleaning solvents, and disinfectants.

Special Requirements:

Willing to work nights and weekends several times a year, willing to wear uniform and hair net, and comply with strict personal hygiene standards.

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4/87

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