



Assistant Cook
Position Description

Reports to: Food Service Director

The position is non-exempt

Qualifications: Individual must be 18 years of age or older. They must be patient and work well with young children. All employees of the Guild of St. Agnes must pass a C.O.R.I. and D.C.F. and fingerprint check.

Essential Functions:

- Ability to lift, bend, carry and transport up to 50 pounds
- Ability to stand for lengths of time
- Must have visual and auditory capabilities
- Proficient in the English language

Responsibilities include but are not limited to:

- Assist with the cooking and preparation of two meals per day for children in all of our child care locations
- Maintain Safe Serve Certification once every 6 years or as required by the Board of Health
- Assist with proper serving and portion control
- Unload and store new food orders
- Willingness and ability to handle heavy institutional-packed food and supplies
- Familiarity with proper sanitation and food supplies
- Exposure or demonstrated ability in volume cooking operations
- Comply with the USDA nutritional guidelines and state health code CMR 102
- Ability to perform duties safely
- Ability to substitute for Cook in their absence
- Scheduled work may vary and be subject to change
- Record hot food and refrigerator temperatures
- Provide alternates and record menus for children with allergies.

I have read and understand this job description.

Name (Printed)

Signature

Date