

Please post in all Chenango Valley Central School District Buildings.

Chenango Valley Central School District

September 17, 2024

Vacancy Notice

Opening: **Assistant Cook (Part-time)**

Location: Chenango Bridge

Qualifications: See attached

Salary: Per Chenango Valley Support Staff Association Contract

Apply to: John Marino by **Wednesday, September 24, 2024**

Effective Date: October 2024

EOE

ASSISTANT COOK

Department: Building specific

Reports: Cook, Head Cook, and/or Food Services Manager

GENERAL RESPONSIBILITIES:

The work involves responsibility for assisting in the preparation of food on a moderate to large scale. This position differs from that of a Cook by virtue of the fact that it is considered to be an entry level cooking position involved in basic meal preparation. Direct supervision is received from a higher level cooking supervisor. Performs related duties as required.

TYPICAL WORK ACTIVITIES:

- Prepares foods in correct amounts for use following daily menu
- Bakes items such as cookies or breads
- Operates kitchen equipment such as convection steamers and convection ovens, steam jacketed kettle, meat slicer, dish machine, warming units, steamtables
- Reads and follows recipes in the preparation of foods
- Assists in cleaning kitchen area, equipment and utensils – may assist with pots and dishwashing
- Labels serving according to the established plan for the service unit
- Prepares hot and cold menu items as needed
- Checks food temperatures to ensure compliance with Chenango Valley CSD's Food Service Departments HACCP Food Safety & Procedure manual
- Attends required meetings and trainings
- Assists as needed to ensure customer satisfaction is maintained
- Operates cash registers as needed
- May fill in for cooking staff as required
- Other related work as required

QUALIFICATIONS:

- Knowledge of cooking utensils, appliances, equipment, kitchen and food preparation sanitation, and methods of preparing, cooking, and baking food in large quantities.
- Ability to manipulate kitchen utensils and equipment and lift moderately heavy objects such as pots, coolers, carriers, and cases of food.
- Cleanliness and physical condition commensurate with the demands of the position
- Must be able to read and comprehend simple instructions, perform basic mathematical functions, and apply common sense understanding to carry out written or oral instructions.

One year experience in a large scale food preparation (groups of 50 or more). Study in a college or vocational institute in cooking, food service administration, or a similar field may be substituted for the required experience.