



POSITION DESCRIPTION – Cook

Title:	Cook	Status:	Non-Exempt/Part-Time
Department:	Food Preparation	Reports to:	Food Prep Manager
Grade:	2	Salary Range:	\$16.80 - \$21.84 Hourly

Summary

The purpose of this position is to assist the department manager in overseeing the Food Preparation Department. This person will be active in setting up workstations, ingredient preparation, cooking skills, kitchen hygiene and organization for the Food Preparation category to meet store goals for sales, margin, and labor costs.

Department Responsibilities

- Oversee department staff in the Food Preparation Department and provide prompt and friendly customer service.
- Receive deliveries following established receiving procedures.
- Train department staff on job responsibilities.
- Ensure department staff are informed of policy changes and maintain communication notebooks.
- Have experience with and follow all health department requirements.

Knowledge, Skills, and Abilities

To perform this job successfully, an individual must perform each essential function satisfactorily, with or without reasonable accommodation. The requirements listed below represent the knowledge, skill, and ability required.

- Experience supervising teams of up to 2 people.
- Communication skills: good listening and clear instructions.
- Accuracy in following set recipes and creating new innovative recipes, attention to detail, exceptional follow through.
- Sanitation: Ability to follow all sanitation procedures.
- Teamwork: Work well in a team.

Education and Experience

- High school diploma or equivalent degree.
- Required two years of Food Preparation experience.
- Preferred previous experience in the Food Cooperative Industry.

Work Environment/Physical Demands

The physical requirements described here are those that an employee must meet, with or without reasonable accommodation to perform the essential functions of this job successfully.

- Ability to lift and carry up to 50 pounds frequently.
- Ability to bend, stoop, squat, kneel, climb stairs, and use ladders.
- Ability to use product moving equipment, pallet jack, two-wheelers, and carts.
- Understanding of compliance with health department regulations.

The above declarations are not intended to be an all-inclusive list of the duties and responsibilities of the job described, nor are they intended to be such a listing of the skills and abilities required to do the job. Instead, they are designed only to describe the general nature of the job. All associates of the Food Shed are considered "at will" employees. Scheduled work hours are solely to be based on business needs. The Food Shed Co-op is dedicated to the principles of equal employment opportunity in any term, condition, or privilege of employment.