

Job Description (Second Cook)
St. Mary's School
Morris, MN

A person under the direct supervision of a head cook, who performs assigned tasks in designated areas.

Job Functions

- A. Attends job-related training classes and workshops.
- B. Practices procedures in food preparation, use and care of equipment, and personal habits to assure that sanitation standards are met.
- C. Follows standards of safety in preparing, storing, and serving food.
- D. Follows the manager's instructions in producing and serving food.
- E. Follows manager's instructions in portioning, garnishing, and serving meals.
- F. Maintains required forms and records as assigned by manager.
- G. Follows procedures in personnel matters including grievance, leave, etc.
- H. Demonstrates the ability to work with the school community.
- I. Participates in implementing cost containment measures while maintaining quality.

BENEFITS

*You may take one personal day per year of employment up to five, must be used during current contract.

June, 1987
August, 2001