

Cook (5523C), Lawrence Hall of Science - 80493
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=262030>

Downloaded On: Sep. 7, 2025 12:03am

Posted Sep. 4, 2025, set to expire Jun. 30, 2026

Job Title Cook (5523C), Lawrence Hall of Science - 80493
Department Lawrence Hall of Science
Institution University of California, Berkeley
Berkeley, California

Date Posted Sep. 4, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Classified Staff

Academic Field(s) Dining Services

Apply Online Here <https://apptrkr.com/6541071>

Apply By Email

Job Description

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About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

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We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

Located in the hills above the UC Berkeley campus, The Lawrence Hall of Science, UC Berkeley's public science center, inspires and engages millions each year through science discovery and learning in ways that advance equity and opportunity. Located in the hills above the UC Berkeley campus, The Lawrence welcomes over 100,000 visitors per year to programs and events onsite and hundreds of thousands more in schools and community settings across Northern California. Our programs, products, and research impact youth, communities, educators, leaders and partners locally, nationally and globally. The Lawrence Hall of Science is the home of UC Berkeley's ottoy Initiative. The ottoy Initiative aims to foster understanding of and respect for Ohlone people and culture and to repair and improve UC Berkeley's relationship with the Ohlone community.

Position Summary

As the home of UC Berkeley's ottoy Initiative, The Lawrence Hall of Science offers multiple culinary experiences at The Lawrence and across the UC Berkeley campus designed to foster understanding of and respect for Ohlone people and culture. These experiences are all serviced by ammatka Kitchen which will be located in The Lawrence's existing kitchen and cafe space which has been closed since 2020.

Under the direction of ottoy Initiative leaders (Cafe Ohlone co-founders Vincent Medina and Louis Trevino), The ammatka kitchen will prepare, cook, and serve a combination of made-to-order and grab-and-go food for sale in the onsite cafe and other culinary offerings that will be served in other campus venues. The ammatka Cook position requires knowledge of all aspects of food service operations, including preparation, serving and presentation of food and beverages; dining and serving area set up; cleaning of the facilities, equipment and tableware; greeting customers, and executing transactions.

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This position has experience and competency in food preparation. May assume a leadership role in the kitchen in organizing and directing the production staff for residence hall meal service. Prepares main entrees, more complex starch recipes, and special sauces. Follows policies, rules and regulations of the University and the department. The incumbent will be required to maintain sanitation and safety standards in a campus kitchen and ensures that health and safety guidelines are practiced by others. Performs other related duties as assigned.

We welcome candidates who have demonstrated capacity to create inclusive work environments, work effectively on diverse teams, and serve the diverse communities with whom we currently work and want to attract. We are committed to hiring and retaining racially and gender diverse, culturally competent leaders at all levels of the organization who reflect the demographics of our community and continually deepen their skills and competencies. Given the particular goals of the ottoy culinary experiences, we seek applicants who are interested in advancing the goals of the ottoy initiative and/or a passion for connecting food and culture.

Application Review Date

The First Review Date for this job is: 08/28/2025.

Responsibilities

Food Production

- Prepare assigned menu items following department recipes and production sheets for breakfast, lunch, brunch and/or dinner, including entrees, side dishes, accompaniments, soups, breads, desserts, etc., following the standard HACCP principles of food preparation, safety, and sanitation in food production and service.
- Follow rules and policies for organic certification.
- Merchandise food including garnishing for serving line presentation.
- Participate in ongoing customer service programs which includes "just in time" cooking, demonstration cooking and interaction with customers.
- Prepare food from scratch independently for multiple cycle menus.
- Make recommendations to ottoy Culinary Manager on problem recipes.
- Complete service records at end of meal period. Track and record food waste and donations.

Quality Assurance

- Can decide re-use values for food, following HACCP guidelines.

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- Distribute prepared food at correct temperatures prior to service for specified meals to designated serving areas.
- Batch cooks food items as appropriate for organic and standard menu.
- Frequently check service line to ensure quality control and HACCP standards are met.
- Store products to maximize quality.
- Store leftover food properly and with Manager and/or plans usage.
- Prepare and date food samples taken from service.

Establish and maintain positive relations with our customers

- Listen, and if possible, resolve customers' needs and report them to the manager and/or supervisor.
- Interact enthusiastically and pleasantly with customers and co-workers to ensure a positive interaction and outcome in every interaction.
- Responsible for practicing good stewardship with university and customer resources.
- Prevents cross-contamination -the transfer of pathogens (any agent that can cause disease) from one surface or food to another.
- Be aware of potential allergens -any substance that induces an allergy such as dairy, wheat, eggs, soy, fish and shellfish, and nuts.
- Be ready to answer questions about a dish that may contain an allergen.
- Make sure allergen is not transferred from one surface or food to another surface or food not containing the allergen.
- Follow recipes and no secret ingredients.

Safety and Sanitation

- Safely operate and maintain all following equipment used in food production and service, including: mixer, food processor, ovens, steamers, fryers, grills, warmers, skillets, kettles, knives and utensils, wok, broiler, etc. Identify problems with equipment.
- Ensure the cleanliness, safety, and sanitation of designated storage and work areas, large and small equipment and utensils used in food production.

Performs other duties as assigned HACCP Principles

- Identify the potential consumer health hazards, Identify the control points where the identified hazards may occur.
- Establish critical limits for the potential hazards and safety measures.
- Establish monitoring routines to ensure safety measures are working.

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- Establish appropriate responses if monitoring indicates a problem.
- Establish accurate and detailed recordkeeping system that documents problems and the remedial steps to be taken.
- Establish a verification system that ensures the above steps are being followed.
- May be asked to assist in other areas of the operation working down in classification.

Direction/Training

- Plan own production schedule with ottoy Initiative Leaders, Manager, and others; may instruct and direct the work of the kitchen staff to meet specified meal hour requirements.
- Direct service staff during meal service, i.e. presentation, plating, portion control, quality control.
- Train other production staff, including demonstration cooking, in absence of Senior Cook or Sous Chef.
- Provide oversight and mentoring of food service workers and student staff.
- Perform additional tasks as required, participate in organizational activities that advance the well-being of The Lawrence Hall of Science and the ottoy Initiative, and engage in opportunities for professional growth.

Required Qualifications

- Ability to read, write, perform basic arithmetic calculations.
- Experience in food preparation and general maintenance in a kitchen.
- Ability to work independently and to prepare multiple menu items for a meal.
- Ability to successfully perform demonstration cooking and to prepare quality baked products.
- Ability to direct and instruct other staff.
- Ability to follow recipes and to take and incorporate feedback.
- Demonstrated knowledge of food safety and sanitation.
- Proven organizational skills.
- Ability to complete service records accurately at the conclusion of a meal.
- Ability to lift and carry up to 50 lbs.
- IIPP Requirements - Works in a safe and responsible manner while not putting others at risk. This includes complying with applicable policies and regulations, using personal safety gear; observing warning signs; learning about potential hazards; and reporting unsafe conditions.
- Experience plating and packaging food in aesthetically pleasing manner.
- ServSafe or Food Service Handler Certification.
- Three years of experience in food preparation and general maintenance of a kitchen area and/or equivalent experience/training.

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Preferred Qualifications

- Experience in large volume production.
- Knowledge and/or experience related to using indigenous ingredients in food preparation.
- Knowledge and/or experience related to cultivating cultural appreciation through culinary experiences.
- Knowledge related to advancing food sustainability and security.
- Experience in a foodservice operation in public-facing, cultural organization.
- High school diploma and/or equivalent certification/experience.

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted hourly range that the University reasonably expects to pay for this position is \$25.22 (Step 8) - \$30.17 (Step 17).

- This is a non-exempt, biweekly-paid position.

How to Apply

- To apply, please submit your resume and cover letter.

Other Information

This position is governed by the terms and conditions in the agreement for the Service Unit (SX) between the University of California and the American Federation of State, County and Municipal

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Employees (AFSCME). The current bargaining agreement manual can be found at:
<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/sx/index.html>

- This is not a visa opportunity.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

SB 791 and AB 810 Misconduct Disclosure Requirement: As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

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Equal Employment Opportunity

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California, Berkeley

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