

Senior Cook (5522C), Berkeley Dining - 80882
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=262205>

Downloaded On: Sep. 9, 2025 9:43pm

Posted Sep. 8, 2025, set to expire Jun. 30, 2026

Job Title Senior Cook (5522C), Berkeley Dining - 80882
Department Berkeley Dining
Institution University of California, Berkeley
Berkeley, California

Date Posted Sep. 8, 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/6548668>

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

In the Division of Student Affairs and under the Residential Student Services Programs portfolio, Berkeley Dining is a self-operated dining program focused on culinary excellence, social responsibility and supporting the living/learning environment of our customers. With more than 12,000 meal plan holders, Berkeley Dining serves over 5 million meals per year in 14 facilities with a combination of residential "all you care to eat" dining, retail "a la carte" dining, training table, early childhood meal production and catering. Berkeley Dining services the campus seven days per week, seventeen hours per day employing 450 full and part time staff and approximately 400 Cal student workers across multiple locations.

Position Summary

Responsible for the assigned menu items following departmental recipes and production sheets for meal periods, including entrees, side dishes, accompaniments, soups, breads, desserts, etc. Follow standard HACCP principles for food preparation, safety and sanitation during food production and service. Merchandise food, including garnishing. Assume a leadership role in the kitchen, instructing and directing kitchen staff.

Application Review Date

The First Review Date for this job is: 09/18/2025. For full consideration, please apply on or before the First Review Date.

Responsibilities

Cooking Duties:

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- Prepare assigned menu items following complex department recipes and production sheets for meal periods, 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.
- Responsible for majority of entrees.
- Prepare custom orders and assists with catering and catered events as needed.
- Prepare food from scratch independently for multiple cycle menus.
- Make recommendations to Manager or Sous Chef on problem recipes.
- Complete service records at end of meal period.
- Track and record food waste and donations.
- Performs other duties as assigned.
- May be asked to assist in other areas of the operation working down in classification.

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,
- Establish appropriate responses if monitoring indicates a problem,
- Establish accurate and detailed record keeping system that documents problems and the remedial steps to be taken, and
- Establish a verification system that ensures the above steps are being followed.

Quality Assurance

- Decide re-use values for food, following HACCP guidelines.
- 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 Sous Chef plan usage.
- Prepare and date food samples taken from service.

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- 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.
- Identifies 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.

Direction and Training

- Assume a leadership role in the kitchen, instructing and directing kitchen staff.
- Train other staff on how to safely operate and maintain equipment.
- Promote position customer relations by acting in a professional manner at all times.
- Occasionally interact with customers, explain menu variety and cooking questions.
- Oversee and coordinate production operation and production staff to meet operation deadlines.
- Train, instruct, and direct staff on: how to safely operate and maintain equipment, service (i.e. presentation, plating, portion control), quality control, and demonstration cooking. With Sous Cook and/or Executive Chef, plan own production schedule.
- Provide oversight and mentoring of food service workers and student staff
- May open or close the operation in manager's absence utilizing opening/closing check list.
- Professional development and other duties as assigned

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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.
- Experience directing other staff.
- Ability to read, write, perform basic arithmetic, and follow oral and written instructions.
- Ability to follow recipes.
- 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 lb.
- Four years of experience in food preparation and general maintenance of a kitchen area; or an equivalent combination of education and experience.

IIPP Requirements

- Works in a safe and responsible manner while not putting self or 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.

Preferred Qualifications

- Experience in large volume production.
- Experience leading a production staff.
- ServSafe or Food Service Handler Certification.
- 5 years' experience in large volume production.

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,

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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.

Note: Due to recent SX Contract negotiations, your total starting salary will be no less than \$25.00 per hour.

- This is a full-time (40 hours/week), partial-year career position that is eligible for UC Benefits.
- This is a non-exempt, biweekly-paid position.

How to Apply

- To apply, please submit your resume.

Driving Required

- Required to hold valid driver's license, have a driving record that is in accordance with local policies/procedures, and/or enroll in the California Employer Pull Notice Program.

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 Employees (AFSCME). The current bargaining agreement manual can be found at:

<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/sx/index.html>

Partial-year appointments are career appointments established with regularly scheduled periods during which the incumbents remain employees but are not at work. These scheduled periods during which employees are not at work are designated as furloughs and are unpaid. Such scheduled periods need not be consecutive in time. Furloughs are not to exceed a total of three months in each calendar year.

- 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

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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](#)

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.

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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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