

Third Cook
Tufts University

Direct Link: <https://www.AcademicKeys.com/r?job=268274>

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Posted Nov. 13, 2025, set to expire Mar. 27, 2026

Job Title	Third Cook
Department	Tufts Dining
Institution	Tufts University Medford, Massachusetts
Date Posted	Nov. 13, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Dining Services
Job Website	https://jobs.tufts.edu/jobs/22503?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

This role is an academic-year position.

Shift: Monday - Friday; 1:00 PM - 9:30 PM EST. Saturday and Sunday OFF.

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Tufts Dining is a self-operated food service provider managing a comprehensive collegiate food service program on the Tufts University Medford-Somerville campus, delivering high-quality, contemporary and innovative food and hospitality services to meet the various needs of students, faculty, staff and visitors in a fiscally responsible manner. Our team operates a progressive resident dining program for approximately 4000 students as well as responsive retail services and a distinctive university catering program serving the campus community totaling 5100 undergraduates, 1700 graduate students, and 2300 faculty, staff, and administrators.

Residential Dining Centers and Catering are open 7 days a week. Working Weekends and Evenings will be expected.

What You'll Do

The Third Cook will prepare a variety of menu items for service following established preparation guidelines and department recipes in quantities forecasted and planned in advance by management using several different cooking methods and a variety of food preparation equipment.

- They will complete all assigned work to meet meal service deadlines and will follow all department standards for quality and sanitation.
- They will prepare food products in customer service areas and will interact and serve customers in a friendly and courteous manner.
- Demonstrated ability to successfully meet all proficiency standards, including timeliness, accuracy & quality as determined by management.
- They will have a demonstrated ability to work with minimal supervision in a logical, efficient and productive manner.
- They will have a pleasant demeanor with people and an understanding of good customer service.
- The Third Cook will be willing to learn and take direction from management and other culinary professionals.
- Will execute opening and closing duties as assigned.
- In addition to cooking responsibilities, the Third Cook will be responsible for the cleaning, sanitation and general upkeep of food preparation equipment and station, the proper implementation of food safety guidelines and the accurate completion of service records.
- The Third Cook must demonstrate the ability to work under periods of fast pace and high pressure.
- All employees are responsible for punching in and out in accordance with department policy and standards.

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- They must be given permission from a manager to punch in early or stay past their schedule "out time."
- All employees will adhere to posted schedule and all requests for time off will be granted based on business needs.
- In accordance with the CBA, schedules will be posted 14 days (excludes catering) in advance.
- Time off requests must follow proper procedure and will be approved/denied in accordance with department needs.
- No request will be honored for Senior Week, Holidays, Alumni Weekend, Commencement, Orientation, Matriculation, or Special Events during the Academic Year.

What We're Looking For

Basic Requirements:

- Must be able to operate a Flat Top Griddle, Deep Fryer, Char-broiler, Steamer, Foodservice Meat Slicer, Industrial Mixer, Pizza Oven, Vacuum Sealer, Tilt Kettle, Food Processor, Buffalo Chopper and any additional foodservice equipment required
- Must possess excellent knife skills & demonstrate solid understanding of foodservice terminology

Preferred Qualifications:

- High School diploma/GED preferred
- Associates Degree in Culinary Arts preferred
- ServSafe Certification preferred

The pay rate for this position is \$26.20 / hour.

Contact Information

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

Contact

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