

TEMPORARY Cook
State Center Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=234469>

Downloaded On: May. 16, 2024 2:09pm

Posted Apr. 11, 2024, set to expire Jul. 22, 2024

Job Title TEMPORARY Cook
Department
Institution State Center Community College District
Fresno, California

Date Posted Apr. 11, 2024

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Part-Time/Temporary Staff

Academic Field(s) Dining Services

Apply Online Here <https://apptrkr.com/5168720>

Apply By Email

Job Description

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TEMPORARY Cook

Salary: \$23.38 - \$28.75 Hourly

Location: Reedley College, CA

Job Type: Temporary

Division: RC Administrative Services

Job Number: 202400069-T

Closing:

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General Purpose

Under general supervision, prepares, cooks and bakes a variety of hot and cold menu items for daily campus cafe needs and catering events; and performs related duties as assigned.

Essential Duties & Responsibilities

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

- Cooks/prepares a variety of menu items including cooked-to-order grill items, main dishes, side dishes, sauces, soups, meats, vegetables and snacks, according to nutrition, sanitation and food safety standards.
- Bakes a variety of items including cookies and pastries, according to nutrition, sanitation and food safety standards.
- Interprets, follows, converts and/or adjusts assigned recipes as needed.
- Operates a variety of food preparation and service equipment including stovetops, ovens, grills, slicers and mixers.
- Maintains work areas in a safe, sanitary and clean manner.
- Demonstrates sensitivity to and understanding of historically minoritized groups and participates in professional development activities to increase cultural competency to enhance equity-minded practices within the District.

OTHER DUTIES

- Maintains a variety of logs and records regarding food inventory and food safety.
- Assists in the delivery, setup, serving and cleanup related to food service at catered functions.
- Assists with other Food Services staff duties such as cashiering, line serving, shelf stocking, dish washing, sweeping, mopping, and nightly lock up as required when staffing needs dictate.
- Assists with researching, creating and testing new recipes and changes to existing recipes.
- Assists in ordering and receiving shipments of supplies.
- Provides day-to-day lead work guidance and direction to other staff and student aides when manager is not available; monitors work for completeness, accuracy and conformance with District, department and legal/regulatory requirements and standards; provides information, instruction and training on work procedures and technical, legal and regulatory requirements.
- Performs related duties as assigned.

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Employment Standards / Minimum Qualifications

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Institutional cooking and food preparation practices and methods.
- Standard principles of nutrition, sanitation and food safety as it relates to institutional food preparation.
- Safe and proper operation of equipment used in a commercial kitchen.
- Food storage techniques and rotation of perishable foods.
- Practices and techniques of customer service.
- Mathematics, measurements and weights applicable to assigned duties.
- Point-of-sale systems and cash handling.
- Recordkeeping regarding food inventory and food safety.
- Practices and procedures of lead work direction and employee training.

Skills and Abilities to:

- Prepare, cook and bake a variety of foods in large quantities within established time constraints.
- Effectively research, interpret and adjust recipes and changes to recipe ingredients.
- Safely operate commercial kitchen equipment.
- Travel to a variety of locations on and off campus as needed for catering events.
- Effectively engage and support historically minoritized groups by addressing issues of equity and improving culturally responsive service-oriented practices.
- Communicate effectively, both orally and in writing.
- Understand and follow written and oral instructions.
- Operate a computer, point-of-sale hardware and standard business software.
- Establish and maintain effective working relationships with all those encountered in the course of work.

EDUCATION AND EXPERIENCE

Graduation from high school or GED equivalent and at least two years of progressively responsible experience preparing, cooking and baking food in a commercial kitchen setting, institutional food

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service or catering; or an equivalent combination of training and experience.

LICENSES, CERTIFICATES AND OTHER REQUIREMENTS

A valid California driver's license and the ability to maintain insurability under the District's vehicle insurance program.

ServSafe certification or California Food Handler Card preferred.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is frequently required to stand, walk; sit; stoop, kneel or crouch.

The employee must frequently lift and/or move up to 25 pounds and occasionally over 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use shop math; observe and interpret situations; learn and apply new information or new skills; work under deadlines with constant interruptions; and interact with District staff, other organizations and the public.

WORKING ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential duties of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee generally works in a commercial kitchen environment and occasionally works in outside weather conditions. The employee works near moving mechanical parts, and is exposed to hot, cold, wet or humid conditions and vibration. The employee is occasionally exposed to fumes or airborne

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particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is occasionally loud. The employee may be required to travel to locations other than assigned work site and to adjust to work schedule changes and requirements to work overtime.

Assessment Process

Only the most qualified applicants will be invited to interview for the assignment.

To apply, visit <https://www.schooljobs.com/careers/scccd/jobs/4463762/temporary-cook>

Contact Information

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

Contact

N/A

State Center Community College District

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