SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

COOK

TITLE: Cook

QUALIFICATIONS: High school diploma or equivalent preferred.
Previous cooking experience in a school or institutional setting is preferred but not required.
Understanding of food preparation techniques, nutrition and food safety practices.
Ability to follow recipes and instructions, manage time effectively and work efficiently in a fast-paced environment.
Ability to lift heavy items, stand for long periods and perform manual tasks related to cooking and cleaning.
Strong interpersonal skills to interact positively with students, staff and parents.
Ability to pass a background check as required by school district policies.

REPORTS TO: Cafeteria Manager/Director of Food Service

JOB GOAL: To prepare nutritious and appealing meals for students while maintaining high standards of food safety and hygiene, thereby contributing to the overall health and well-being of the school community.

PERFORMANCE RESPONSIBILITIES:

1. Prepares and cooks a variety of meals, including main dishes, sides, salads, and desserts following established recipes and portion sizes.
2. Adheres to food safety and sanitation regulations, including proper food handling, storage, and cleanliness standards.
3. Monitors food supplies and inventory, assisting in ordering and receiving food and kitchen supplies as needed.
4. Maintains a clean and organized kitchen and dining area, including washing dishes, cleaning surfaces and ensuring proper waste disposal.
5. Works closely with other kitchen staff and school personnel to ensure timely meal service and address any dietary restrictions or special needs of students.
6. Participates in health inspections and ensures compliance with local and state health department regulations.
7. Other duties as assigned.