

PERDIDO BEACH RESORT

Position Description

Position Title: Line Cook

Department: Kitchen

Reports to: Exec Chef or Sous Chef

FLSA Designation: Nonexempt

Date Written/Revised: 10/01/02

POSITION PURPOSE: Responsible for maintaining, setting up, and the food production and quality control of all meat, fish, fowl and other food items prepared on the Line station.

ESSENTIAL FUNCTIONS:

Average
Percent
of Time

- Prepares all food items according to standard recipes and as specified on guest check, to ensure consistency of product; requires transportation of heavy food products. Preparations may include broiling, frying or sauteeing. Reads and employs math skills to follow recipes.
- Prepares daily requisitions for supplies and food items for production. Reads and employs math skills to appropriately prepare items according to recipes. Requires stamina for standing and strength for lifting and moving products.
- Visually inspects, selects and uses only food items of the highest standard in the preparation of all menu items.
- Checks and controls the proper storage of product, checking on portion control, especially in specific cuts of meat, to maintain quality product.
- Keeps all refrigeration, equipment, and storage and working areas in clean, working condition in order to comply with health department regulations.

OTHER:

Regular attendance in conformance with the standards, which may be established by the Resort from time to time, is essential to the successful performance of this position. Employees with irregular attendance will be subject to disciplinary action, up to and including termination of employment.

Due to the cyclical nature of the hospitality industry, employees may be required to work varying schedules to reflect the business needs of the hotel.

Upon employment, all employees are required to fully comply with Resort rules and regulations for the safe and efficient operation of hotel facilities. Employees who violate Hotel rules and regulations will be subject to disciplinary action, up to and including termination of employment.

SUPPORTIVE FUNCTIONS:

In addition to performance of the essential functions, this position may be required to perform a combination of the following supportive functions, with the percentage of time performing each function to be solely determined by the supervisor based upon the particular requirements of the hotel.

- Performs general cleaning tasks using standard hotel cleaning product as assigned to adhere to health standards.
- Performs other duties as requested, such as, moving supplies and equipment, cleaning up spills, etc., to ensure a safe working environment.

SPECIFIC JOB KNOWLEDGE, SKILL AND ABILITY

Line Cook
Page 2

The individual must possess the following knowledge, skills and abilities and be able to explain and demonstrate that he or she can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

- Good working knowledge of the fundamentals of cooking.
- Good working knowledge of accepted standards of sanitation.
- Knowledge of operating all kitchen equipment, i.e., stoves, ovens, broilers, slicers, steamers, kettles, etc.
- Basic mathematical skills necessary to understand recipes, measurements, requisition amounts and portion sizes.
- Ability to read, write, speak and understand the English language in order to complete requisitions, read recipes and communicate with other employees.
- Sufficient manual dexterity of hand in order to use all kitchen equipment, i.e., knives, spoons, spatulas, tongs, slicers, etc.
- Ability to grasp, lift and/or carry, or otherwise, move or push goods on a hand cart/truck weighing a maximum of 200 lbs.
- Ability to perform duties in confined spaces.
- Ability to perform duties within extreme temperature ranges.

QUALIFICATION STANDARDS

Education:

Any combination of education and experience equivalent to graduation from high school or any other combination of education, training or experience that provides the required knowledge, skills and abilities. High school diploma preferred. Culinary or Apprenticeship program preferred.

Experience:

3-5 years cooking experience required, with supervisory experience preferred.

Licenses or certificates:

Ability to obtain any government required license or certificate. Example: Washington Health Card Permit; Oregon Liquor Service Permit.

Grooming:

All employees must maintain a neat, clean and well groomed appearance (specific standards available).

Other:

None.