

SENIOR COOK

Department: Human Services
Classification: Non-Competitive
Specification Number: 1990
Approved: 6/21/23
Revised: By JG

MINIMUM QUALIFICATIONS

Either:

- a) Completion of middle school and four (4) years of experience in the preparation of food; or,**
- b) Two (2) years of experience as a permanent Cook.**

DISTINGUISHING FEATURES OF THE CLASS

Under general supervision, an employee in this class is responsible for all food preparation or for acting as an assistant to the Head Cook in the operation of a Senior Center kitchen. The work of the Senior Cook differs from that of lower-level Cooks, although still involved in cooking meals, by providing direction and having responsibility for the menu. All work is subject to review by the Head Cook or by the Center Manager through inspection of kitchen, meals prepared, and by analysis of food and kitchen operational costs. Does related work as required.

TYPICAL WORK ACTIVITIES

Cooks meals and oversees food preparation in the Towns Senior Citizens Centers;
Oversees serving of meals and responsible for the menu;
Responsible for the operation of variety of kitchen equipment including mixers, puree makers, blenders, slicers, dicers, toasters, pressure cookers, standard hand implements and related equipment;
Requisitions foodstuffs;
Keeps kitchen storeroom stocked;
Maintains sanitary conditions in the kitchen through the oversight of the cleaning of stoves, cookers, kettles, pots and pans, refrigerators, food grinders and mixers, workbenches and tables and other kitchen utensils, equipment and areas.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Thorough knowledge of the materials, equipment and methods used in preparing food; good knowledge of a variety of standard recipes; good knowledge of the health hazards in food preparation and of necessary precautionary measures; good knowledge of food values and nutrition; good knowledge of food costs; ability to do plain cooking; ability to provide direction to cooks and other kitchen personnel; ability to prepare written menus and standard recipes; ability to operate standard cooking implements and to use cooking utensils for food preparation; ability to follow and transmit oral and written instructions; ability to work for long hours while standing under conditions of high temperature; ability to keep records and make reports; physical condition commensurate with the demands of the position.