 positional summary

Under the direction of the Executive Chef, Chef de Cuisine, Sous Chef and Cook A’s, the Cook B will set up, operate and close Marketplace station(s). Will prepare and cook menu items for stations and catering. Must be able to prepare multiple menu items in a timely manner and to proper standards. Is responsible for the cleanliness of the station(s) while working and before leaving stations. Fosters positive customer relations.

Summary of duties, responsibilities and goals

1. Keeps all items for assigned station prepped, rotated and stocked. Displays accountability for job requirements and positively embraces changing business needs.

2. Cooks and presents quality fresh products in volume, as well as to order and for catered events. Follows standardized recipes and uses established production and presentation techniques. Consistently demonstrates attention to timeliness. Performs job with efficiency and accuracy.

3. Stocks all plates, utensils and disposable goods used on station(s). Keeps Chefs and/or lead on duty informed of shortages and damage.

4. Communicates effectively and consistently displays ethical behavior with co-workers, customers and managers.

5. Keeps station(s) clean and sanitary while working and cleans thoroughly before going home. Cleans ovens, deep fryer, char broiler, griddle, hood filters, woks and food surface contact surfaces. Contributes to a safe work environment. Follows all safety and sanitation guidelines.

6. Cleans, organizes and rotates stock of the refrigeration unit(s) associated with the assigned station at close of shift.

7. When assigned to the Chef’s Corner, properly lights, stokes and maintains wood-fired pizza oven.

8. When assigned to the Sauté Station, cooks and plates items to order. Prepares and serves pasta of the day.

9. When assigned to catered events, assists the Chefs and/or Cook A on duty with production and service.

10. Ensures staff, guest, food, equipment & facility safety at all times. Performs all duties in a safe manner. Provides assistance needed to identify & prevent hazards.


12. May be assigned to work in the Tiger Cooler as needed.
QUALIFICATIONS

- High School diploma preferred.
- Culinary degree or certificate highly desirable, or 3 years of prior volume cooking experience in a restaurant style atmosphere required.
- Must be knowledgeable of kitchen sanitation procedures. Must be able to work with speed and efficiency in a clean manner.
- ServSafe Manager (or equivalent) Certification preferred.
- Must be able to read recipes and communicate effectively in English, specifically verbally with customers.
- Must have a working knowledge of special diets, food allergies and current dietary trends.
- Must be able to lift up to 50 pounds and be able to tolerate the physical requirements of frequent walking, extended standing, bending and repetitive motion.
- Must be able to work effectively within a diverse community of students, employees, faculty, staff and others.

APPLICATION INSTRUCTIONS

Please submit a resume and cover letter explaining how your qualifications meet the requirements of the position to frazierr@oxy.edu and resumes@oxy.edu

As a condition of hire for a staff position and for appointment to a faculty position, Occidental College requires that all candidates who have received a conditional offer of employment complete an application form (if they have not already done so) and consent to a background check. Satisfactory completion of a background check, along with pre-employment verifications and references are required as a condition of employment, but only as permitted by federal, state, and local law, including the City of Los Angeles Fair Chance Initiative for Hiring Ordinance.

We will consider for employment all qualified Applicants, including those with Criminal Histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles’ Fair Chance Initiative for Hiring Ordinance.