

COLLEGE OF CENTRAL FLORIDA

JOB DESCRIPTION

JOB TITLE: LINE COOK – CAFETERIA SERVICES (P/T)

PAY GRADE: C-3

OVERTIME STATUS: NON EXEMPT

MAJOR RESPONSIBILITY:

Serve as the cook for the Cafeteria.

PREREQUISITES FOR POSITION (Qualification Standards):

1. Education or Training: High School Diploma or GED required.
2. Years of experience in field: Two Years of work experience in the field of culinary or food service.
3. Special skills or abilities related to position: Prepare hot and cold food as requested by the Food Service Manager. Exhibit positive human relations skills when dealing with colleagues and/or students. Ability to maintain high standards as related to health and safety codes.

ESSENTIAL JOB FUNCTIONS:

1. Prepare hot/cold food as requested by specifications of CF Coordinator of Cafeteria Services.
2. Maintain all assigned work areas ensuring cleanliness, par stock, and rotation production area;
3. Assist in appropriately storing all foods in relation to dry storage areas, refrigeration and frozen items and ensuring all food items are properly labeled;
4. Report any discrepancies to Coordinator of Cafeteria Services that deals with food and sanitation violations or related issues.
5. Properly prepare and garnish foods;
6. Follow through on proper procedures in relations to HACCP Guidelines;
7. Develop and implement a routine schedule of a thorough wash down of assigned work areas;
8. Accomplish proper rotation of food stock utilizing the first in first out concept;
9. Adhere to all guidelines and requests proposed by Health Department, OSHA, MSDS, and Human Relations policies set for the by the College and state authorities and implement all objectives for corrections in regard to written citations;
10. Conform to scheduling set forth by Coordinator of Cafeteria Services and practice personal hygiene and grooming standards;
11. Abide by dress code set forth by the College polices;

Revised 5/19/09
Revised 4/15/08
Revised 12/21/04

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required)

ESSENTIAL PHYSICAL SKILLS

- Acceptable eyesight (with or without correction)
- Acceptable hearing (with or without hearing aid)
- Ability to communicate both orally and in writing

ENVIRONMENTAL CONDITIONS

- Works inside a food service environment.

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)

PRIMARY LOCATION OF JOB: Ocala Campus

SUPERVISOR OF POSITION: Coordinator of Cafeteria Services