

Job Description: Cook

Immediate Supervisor: F&B Manager

**SUMMARY:** Prepares, seasons, and cooks soups, meats, vegetables, desserts, and other food for consumption in the hotel dining establishments by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned by a manager or supervisor as needed.

- Properly prepare all food and beverages to be served efficiently.
- Use the first in first out method to minimize waste.
- Keeps the kitchen as clean as possible at all times. Area should be completely cleaned at the end of each shift.
- Ensures proper sanitation procedures are being observed at all times.
- Ensures that all orders are prepared for delivery in the designated service standards.
- Follow proper protocol when setting up hot and cold food stations.
- Associate should be in full uniform, including name tag at all times.
- Completion of all opening, running (during service time), and closing side work assigned each shift.
- Assist co-workers when needed throughout the shift.
- Interacts with internal and external customers in a positive, professional and accommodating manner.

**QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be available to work shifts required for open position.
- Must have exceptional customer service skills
- Demonstrated ability to perform multiple tasks in a busy environment and remain flexible
- Ability to work well in a team environment

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an associate to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



The associate must regularly lift and/or move up to 10 pounds, and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an associate encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the associate is regularly exposed to wet and/or humid conditions. The associate regularly works near moving mechanical parts.

The noise level in the work environment is usually moderate.

I HAVE READ AND UNDERSTAND THE POSITION DESCRIPTION INFORMATION	
AND HEREBY STATE THAT I CAN PREFORM THE ESSENTIAL FUNCTIONS OF TH	Ε
JOB WITH OR WITHOUT REASONABLE ACCOMMODATION.	

Print name	Signature	Date