

Erie County 4-H Camp, Inc. Kelleys Island, Ohio, Lake Erie

Job Description

Position: **Assistant Cook**

The Assistant Cook is to assist the Head Cook with the operation of the kitchen. The Assistant Cook will assume control of the kitchen in the absence of the Head Cook. The Assistant Cook is to work in cooperation with the Head Cook to run an efficient kitchen which provides meals on time and properly prepared. Assistant Cook is responsible to the Head Cook.

1. Responsible in cooperation with Head Cook for cleanliness, organization and time management of the kitchen operation.
2. Work in cooperation with the Head Cook to prepare and serve food.
3. Knowledge of temperature for food safety.
4. Able to read and follow recipes.
5. Put all orders away in an orderly fashion. Rotate stock so as not to waste food, bread and milk.
6. Responsible for daily inventory assigned by Head Cook.
7. Be neat and clean in appearance.
8. Responsible for getting dishes, cups and silverware out for table setters.
9. Responsible for salad bar operation under direction of Head Cook.
10. Responsible for convection oven cleanliness.
11. Clean back staff area before each incoming camp.
12. Maintain friendly, helpful attitude toward campers and staff.
13. Assist in daily cleaning of staff house.