Urban Fusions

Job Description: Prep Cook

Position Overview

The Prep Cook plays a critical role in the daily operations of the kitchen, working under the guidance of the Lead Cook. Responsible for preparing ingredients, cooking menu items according to recipes and standards, and maintaining a clean and organized station, the Prep Cook is an essential contributor to the smooth functioning of meal service. This role requires keen attention to detail, strong teamwork, and a commitment to culinary excellence.

Key Responsibilities

- Prepare and assist cook with menu items as directed by Lead Cook, ensuring consistency and compliance with restaurant recipes and quality standards.
- Support the Lead Cook in all aspects of kitchen operations, including prepping ingredients, assembling dishes, plating, and ensuring orders are completed on time.
- Set up workstations with all necessary ingredients and cooking equipment. Ensure stations are properly stocked before, during, and after service.
- Chop, slice, dice, marinate, and measure ingredients as required for various dishes.
- Monitor food quality during preparation and service. Ensure that all dishes meet presentation and standards before they reach the customer.
- Adhere strictly to food safety and hygiene protocols, maintain a clean and organized workspace, and follow all health code regulations.
- Assist in receiving, labeling, and storing food supplies and ingredients. Notify the Lead Cook or kitchen manager of shortages or low inventory items.
- Operate kitchen equipment safely and efficiently, including ovens, grills, fryers, slicers, and mixers.
- Communicate effectively with other kitchen staff and front-of-house team members. Contribute to a positive, productive team environment.
- Help with daily cleaning tasks, including washing utensils, wiping down surfaces and assisting with deep cleans as scheduled.
- Fill in for other kitchen roles as needed and respond to last-minute requests from the Lead Cook or management.
- Opening / closing tasks as listed on the BOH checklist

Required Qualifications & Skills

- Previous experience as a prep cook or in a similar culinary role
- Knowledge of basic cooking techniques and kitchen equipment
- Strong understanding of food safety, sanitation, and hygiene practices
- Ability to follow recipes and instructions precisely

- Excellent communication and teamwork skills
- Ability to work efficiently under pressure and in a fast-paced environment
- Good time management and organizational abilities
- Physical stamina to stand for long periods and lift up to 30 lbs as needed
- Willingness to work flexible hours, including evenings, weekends, and holidays, and special events

Personal Attributes

- Passion for food preparation and the culinary arts
- Positive attitude and eagerness to learn
- Reliability, punctuality, and dedication to the team
- Respectful and professional demeanor
- Strong organizational skills, meticulous attention to detail and a creative eye for presentation.

Physical Requirements

- Frequent standing, walking, bending, and reaching.
- Ability to carry and lift trays, dishes, supplies, and equipment up to 30 pounds.
- Working in variable temperatures.
- Wearing appropriate uniform and adhering to restaurant grooming standards.

Compensation

Starting pay is $18.00+ depending on experience. Bi-annual performance and attendance reviews.