|  |  |
| --- | --- |
| **Community:** | Garden Spot Village |
| **Department:** | Dining Services |
| **Reports to:** | Dining Services Manager |
|  |  |
| **Overview:** | Provides nutritional meals, served properly, and at the proper temperatures with proper sanitary techniques to the satisfaction of the residents. |
|  |  |

**Essential Functions**

* Complies with established policies and procedures and maintains established standards and practices including the Compliance Program/Code of Conduct.
* Follows Residents’ Rights policies at all times.
* Treats all information about residents, their condition and family as confidential.
* Supports all Dining Services restaurants and campus events.
* Prepares food in accordance with current applicable federal, state and corporate standards, guidelines and regulations to ensure high-quality food service is provided.
* Reads food orders or receives verbal instructions on food required by the patron, and prepares and cooks food according to instructions.
* Follows basic recipes and/or product directions for preparing, seasoning, cooking, tasting, carving and serving soups, meats, vegetables, desserts and other foodstuffs for consumption in our eating establishments.
* Intermediate to advanced knife skills required.
* Tastes products, reads menus, estimates food requirements, checks production, and keeps records in order to accurately plan production requirements and requisition supplies and equipment.
* Complies with all HACCP policies and procedures.
* May clean and sanitize work stations and equipment and must follow all GSV and regulatory rules and procedures.
* Provides the highest quality of service to customers at all times.
* Performs all duties assigned in an effective, timely and professional manner.
* Performs other duties and responsibilities as assigned.

**Secondary Functions**

* Attends all allergy and foodborne illness in-service training.
* May perform other duties and responsibilities as assigned.
* Attends training programs (classroom and virtual) as designated.
* Complies with all company safety and risk management policies and procedures.
* Participates in regular safety meetings, safety training and hazard assessments.
* Reports all accidents and injuries in a timely manner.
* May receive inventory, move and lift foodstuffs and supply and prepare meals for customers requiring special diets.
* May produce some batch goods using basic cooking techniques.

**Job Qualifications**

* Available to work weekends and holidays.
* Ability to work closely with others in a spirit of cooperation, and identifies with and promotes the Mission and Philosophy of Garden Spot Village.
* Knowledge of cooking procedures and large quantity recipes.
* Able to prepare and serve food according to menus and recipes.
* Must be willing to train and participate in ongoing staff development programs.
* Displays initiative.
* Graduate of a food-related course helpful (Serv Safe).
* Ability to relate and communicate with employees, residents, and the general public in a friendly and professional manner.

**Equipment to be Used**

* Prepares food under direct supervision or instruction by operating a variety of kitchen equipment to measure and mix ingredients, washing, peeling, cutting and shredding fruits and vegetables, and trimming and cutting meat, poultry or fish for culinary use.

**Working Conditions**

* Must work scheduled weekend.
* Must work scheduled holidays.
* May be required to work irregular schedules on short notice.

This job description does not constitute a contract for employment.

I have read, understand, and will comply with this job description.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member Name (Please Print)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Supervisor Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Human Resources Director Signature Date