

# STATE ROAD

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## TAVERN RESTAURANT

**Job Title:** Line Cook

**Date Last Revised:** May 14, 2018

**Exempt Status:** Non-Exempt

**Position Status:** Full-time

**Position Reports To:** Executive Chef, Sous Chef

### **Position Summary**

The Line Cook is responsible for preparing and cooking quality food that consistently meet's the chef's expectations, while complying with all applicable sanitation, health and personal hygiene standards and following established food production programs and procedures. The cook is responsible for appropriate use of facility supplies and equipment to minimize loss, waste and fraud.

### **Essential Duties and Responsibilities**

- Break down the daily deliveries and communicate with chef on confirmations
- Cover Lead Line Cooks days off and any events on those days
- Help with monthly inventory
- Ability to deal with special requests and coordinate with chef or lead
- Must be consistent with recipes and execution
- Ensure that established state health and safety procedures are followed
- Ensure that foods are maintained at the proper temperate for serving and storage
- Monitor all foods for quality of taste, texture and appearance
- Must keep a clean and organized work station
- Ensure limited ticket times
- Help with receiving products and proper storage (FIFO)
- Plan ahead with the next day prep list
- Help close kitchen and the building
- Help coordinate family meal

### **Knowledge, Skills, and Abilities**

- Ability to communicate clearly with staff
- Ability to read tickets in English, from station printers
- Ability to take direction and produce according to a recipe and consistently
- Be a self-starter and see where assistance is needed.
- Must maintain neatly groomed appearance and comply with uniform standards
- Must be part of the team and be able to assist your chefs for events or covering as directed
- Must be able to perform all duties for all stations
- Strong written and verbal communication skills

### **Additional Qualifications**

- Must possess a positive attitude and work well with other team members
- Must be able to work unsupervised
- Willingness to follow direction and ask questions for clarification if needed

### **Expected Hours of Work**

- Must be able to work days, nights, weekends, holidays, and special events

### **Uniform Requirements**

- Clean, non-slip shoes must say non-slip on shoe
- Clean black pants
- Clean white chef coat (provided)
- Clean White/black apron (provided)
- Good personal hygiene and manicured facial hair

### **Work Environment**

- Ability to work in hot, wet, humid and loud environment for long periods of time

### **Physical Demands**

- Ability to reach, bend, stoop and frequently lift up to 40 pounds
- Ability to work in a standing position for long periods of time

### **Executives Expectations from Employees**

- Complete honesty
- No tie-in with outside businesses causing a conflict of interest
- Neatness in appearance and work habits
- Application to the job during working hours
- Perform quality work within deadlines with or without direct supervision
- Interact professionally with other employees, customers and suppliers
- Work effectively as a team contributor on all assignments
- Work independently while understanding the necessity for communication and coordinating work efforts with other employees and organizations