

## **SANTA PAULA UNIFIED SCHOOL DISTRICT**

### **CLASS TITLE: SOUS CHEF**

#### **BASIC FUNCTION:**

Under the direction of the Director, Child Nutrition Services or designee performs skilled large quantity cooking and baking in the preparation of healthy, daily meals and snacks such as entrees, sauces, soup stocks, soups, vegetables, fruits, bread and other food or beverage items for students District-wide. Supports catering requests; develops, adjusts, implements and evaluates recipes; and assists in maintaining food service facilities and equipment in a clean and sanitary condition.

#### **REPRESENTATIVE DUTIES:**

Prepares, cooks, bakes, grills, heats meals and snacks for students, food from scratch and prepackaged food items. E

Develops healthy and budget friendly recipes. E

Researches, develops, improves and evaluates recipes by utilizing industry-related resources. E

Provides training, food demonstrations, and information on the preparation of healthy foods to students, parents, staff, administration, and the public.

Conducts recipe analysis in collaboration with the Child Nutrition Services Management Team.

Performs recipe modifications, conversions and calculations. E

Weighs, measures, mixes, cuts, and/or substitutes ingredients based on recipes as needed.

Participates in setting food quality standards regarding food production. E

Maintains and ensures that work areas and equipment are clean, safe and in compliance with health and sanitation requirements. E

Organizes, participates in and/or leads stocking of food items in store rooms, refrigerators, freezers and other locations to ensure that food and related supplies and materials are available for use. E

Compiles and coordinates food count and determines quantities for food orders. E

Operates a variety of cooking and kitchen machines, equipment, utensils and appliances such as convection ovens, commercial sanitizers, combination ovens, grills, gas ranges and steam kettle jackets. E

Collaborates with school farm, local farmers, and other organizations to incorporate fresh, local produce and ingredients.

Perform duties at various locations within the District to support cooking and baking at all sites.

**OTHER DUTIES:**

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Principles and practices of healthy cooking, eating and recipes.

Principles, regulations, practices and methods of large food preparation, production, sanitation and safety.

Applicable District policies, regulations, processes, procedures, protocols and rules.

Use of equipment, food weights and measures.

Principles, regulations, practices and rules of food sanitation and safety, and workplace safety.

Principles, practices and/or techniques of record keeping.

Proper use and care of kitchen appliances and equipment.

Interpersonal skills using tact, patience and courtesy.

Practices and techniques of recordkeeping.

Practices and methods of basic inventory.

Practices of excellent customer service.

Proper English usage, grammar, spelling, punctuation and vocabulary.

Basic arithmetic.

Operation of a computer and assigned software.

**ABILITY TO:**

Effectively and safely cook, bake, and grill large quantities of food and meals from scratch.

Read, understand, follow, modify and develop recipes to increase and improve nutrition value, taste and healthiness.

Operate a variety of cooking and kitchen machines, equipment, utensils and appliances such as convection ovens, commercial sanitizers, combination ovens, grills, gas ranges and steam kettle jackets.

Assemble and disassemble equipment for cleaning.

Perform recipe development, conversions, computations, modifications and improvements.

Provide support and organize the work activities of assigned meal production staff.

Perform accurate arithmetical calculations related to food production.

Monitor food expiration dates and par levels of items stored.

Adhere to Federal Meal program requirements.

Work independently with minimal supervision.

Effectively and accurately maintain inventory control and records.

Communicate clearly and effectively.

Comprehend and effectively follow oral and written instructions.

Effectively handle and resolve conflicts with coworkers and other staff members.

Effectively manage and adjust to change.

Build rapport and establish and maintain cooperative working relationships with others including students, parents, community members and District personnel.

**EDUCATION AND EXPERIENCE:**

Sufficient experience, training and/or education to demonstrate the knowledge and abilities listed above. Typically, this would be gained through: graduation from high school or equivalent and verifiable coursework or training in food service or related field and four (4) years of increasingly responsible experience in the preparation of food in large quantities (preferably in a school district setting) including work with following and extending recipes.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.

Valid and appropriate ServSafe food service certificate(s).

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Food service environment.

Subject heat from ovens, hot foods, steamers, cleaning chemicals, fumes, equipment and metal objects.

**PHSICAL DEMANDS:**

Standing for extended periods of time.

Hearing and speaking to exchange information.

Dexterity of hands and fingers to use kitchen equipment and operate computer.

Seeing to reach a variety of materials and monitor food quality and quantity.

**HAZARDS:**

Heat from ovens.

Exposure to very hot foods, equipment and metal objects.

Working around knives, slices or other sharp objects.

Board Approval: 8/10/22

PC Approval:

Range: 17.0