

**Stanwood-Camano School District
Human Resources
Job Description**

TITLE: Baker

GENERAL SUMMARY

The purpose of this position is to prepare food items in order to support the nutrition program offered to the students and staff of the Stanwood-Camano School District. The position is responsible for all baked goods that are prepared at the central kitchen and served at all campuses. This position reports to central kitchen manager, works with lead cooks, van drivers, and other food service workers. Maintains a good working relationship with school staff and students.

MINIMUM QUALIFICATIONS

Education and Experience

- High school diploma or GED (General Education Degree); completion of basic food and nutrition services training program and working on advanced program required; three years large-scale baking experience; or any equivalent combination of education, experience, and training that would provide the applicant with the desired knowledge, skills, and abilities required to perform the work.
- Valid Washington State Food Handler's Permit
- ASFSA membership desirable
- ASFSA certification desirable

Required Knowledge, Skills and Abilities

Must demonstrate a successful level of the knowledge, skills, and abilities listed below:

- Knowledge of effective large-scale baking methods, practices, and techniques
- Knowledge of proper safety and sanitation standards related to large-scale baking
- Ability to implement, analyze, and develop new products and expand and decrease recipes
- Ability to establish and maintain good working relationships with a variety of other employees
- Ability to work in a team setting
- Good communications skills
- Strong customer service skills
- Ability to stand for prolonged periods of time
- Ability to lift up to 50 pounds unassisted
- Ability to perform repetitive motions, including bending, pushing, pulling, stretching and working with or near machinery and cleaning chemicals

- Ability to withstand exposure to hot, humid conditions

DUTIES AND RESPONSIBILITIES

- Prepares and manages the preparation of baked items as required, including ordering appropriate and sufficient supplies
- Maintains and troubleshoots all equipment in the bakery
- Manages the handling, storing, freezing, and shipping of baked items
- Schedules and completes daily work in the bakery department
- Monitors sanitation methods and standards of all equipment in the bakery department to ensure that proper standards are met
- Maintains accurate recipe files and food production calendar
- Develops new recipes to comply with nutrition standards, add variety, and to use the commodity offerings
- Works closely with the kitchen manager
- Assists with serving, clean up, and helps maintain kitchen in clean, sanitary condition to comply with safe food handling procedures
- Serves as member of the food service team of the district; performs related duties consistent with the scope and intent of the position as assigned
- Performs other duties as assigned

REPORTS TO: Kitchen Manager

SUPERVISOR: Food Services Director

5/9/01