

OLEAN CITY SCHOOL DISTRICT

410 West Sullivan Street, Olean, New York 14760

General Information: (716) 375-8000

Fax: (716) 375-8047

Website: www.oleanschools.org



JOB DESCRIPTION

Cook (Non-Competitive)

QUALIFICATIONS:

1. One year of experience in large scale cooking.
2. Ability to get along well with children and command their respect
3. Clean, neat personal appearance
4. Ability to work with other adults in a cooperative, team-based approach
5. Good general judgment

RESPONSIBLE TO: Cafeteria Manager

JOB GOAL: To assist the Cafeteria Manager in the daily operations of the building kitchen and in the preparation and service of food and in the cleaning of kitchen equipment along with related work as required

GENERAL RESPONSIBILITIES:

- A. To clean, prepare and cook meat, soups, vegetables, sauces, gravy, salads, sandwiches, pizza and other foods.
- B. Place milk and bread orders as needed
- C. To prepare a variety of breakfast baked goods
- D. To guide and review the storing of food.
- E. To guide/oversee the work of assistants in the preparation of food, and the cleaning of tables, kitchen utensils, stoves, and kitchen.
- F. To follow all nutritional recipes
- G. To have the ability to follow oral and written directions and communicate well with others.
- H. Complete daily production records, temperature records and other forms as required by NYS Child Nutrition.
- I. Attend all Building/district professional development
- J. Other related duties, as assigned

TERMS OF EMPLOYMENT:

10-month year; salary and work year established by Board of Education

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board of Education's policy on "Evaluation of Civil Service Personnel".

Approved by: _____ Date: _____

Reviewed and agreed to by: _____ Date: _____