

SAFB Food Service: Cook's Helper

Job Description

Location

Sheppard Air Force Base dining hall
Wichita Falls, TX

Classification

Non-Exempt

Salary Grade

Per Collective Bargaining Agreement (CBA)

Reports to

Applicable member of management in the Dining Facility reporting structure beginning with the Supervisor.

JOB DESCRIPTION

Summary/Objective

Responsible for assisting the Executive Chef, 1st Cook, and 2nd Cook in meal production. Must be able to work independently. Performs all Cook's Helper duties to meet the standards of the Performance Work Statement and the Cook's Helper Training and Certification form.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Responsible for food production in areas of:
 - Kitchen – Works directly with Executive Chef, 1st Cook, and 2nd Cook
 - Grill area – Setup and meal production
 - Salad bar – Prepare ingredients and salads, setup and maintain salad bars
2. Establish proficiency with required documentation including:
 - WSC (Work Services Corporation) 1005 Storeroom Requisition Form
 - CAFE (Corporate Automated Food Enterprise) Production Log
 - CAFE Master Menu
 - Net-Chef® recipe cards
3. Understands and follows knife safety.
4. Maintains sanitation standards to ensure food safety and compliance with Performance Work Statement and Food Code in the areas of:
 - Line service area
 - Salad preparation area
 - Kitchen work areas and equipment utilized for meal preparation
5. Responsible for maintaining all temperatures during preparation and serving of products and can fill out Temperature Log Sheets for applicable position.
6. Performs line-serving duties as required:
 - Performs required temperature checks on service line products

- Ensures cleanliness of line and surrounding area, including floor
 - Assists in product replenishment when required
 - Responsible for maintaining area during meal to standards of Performance Work Statement (PWS)
 - Responsible for cleaning areas after meal to standards of PWS
7. Maintains professional conduct in accordance with WSC policy.
 8. Performs other job-related duties as required by management.

Supervisory Responsibility

This position has no supervisory responsibility.

Work Environment

This job operates in a food service environment. The employee is exposed to a variety of conditions such as significant heat and / or cold, exposure to moving mechanical parts and vibration, and the noise level in the work environment can be loud.

This role routinely requires the position holder to be familiar with the operation, safety, and basic troubleshooting requirements of all equipment utilized in the food service facility.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee is required to walk, stand, reach, lift, bend, kneel, stoop, climb, and crouch for the duration of each shift. The employee is required to lift and carry items weighing 40 pounds frequently and up to 60 pounds occasionally. The position requires manual dexterity; auditory and visual skills; and the ability to follow written and oral instructions and procedures.

Position Type/Expected Hours of Work

Varies; will likely work nights, weekends, and holidays.

Travel

Travel is generally not expected for this position.

Required Education and Experience

- Ability to complete and maintain the ServSafe™ Food Handler's annual certification.
- Successful completion of Cook's Helper certification.
- No required education level specified.

Preferred Education and Experience

- Work experience as a cook's helper or industry equivalent.

Additional Eligibility Qualifications

- Able to safely operate food preparation equipment as outlined in the Cook's Helper Training and Certification Form.
- Able to perform basic mathematical functions.

- Able to identify and properly use cleaning products and chemicals and understands rules, procedures, and use of personal protective equipment.

Work Authorization/Security Clearance

- Ability to meet the requirements of Air Force background check.

AAP/EEO Statement

Work Services Corporation is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, gender, gender identity, sexual orientation, age, status as a protected veteran, among other things, or status as a qualified individual with a disability.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

To apply for this position please visit WorkServicesCorp.com, or call 1.866.606.7784.