

California State University, Fresno Association, Inc.

JOB ANNOUNCEMENT - ASSN #09-432

Cook

POSITION

Full-time, non-benefited position for California State University, Fresno Association – Food Services. This position will work a flexible schedule, including weekends and/or nights.

DUTIES AND RESPONSIBILITIES

This position is responsible for daily preparation of food in accordance with recipes and quality standards set forth by University Food Services. Ensures safe and sanitary food handling; provides training and retraining to part-time staff on correct safety procedures. Responds to customer needs, services and assistance; ability to deal with frequent changes, delays and unexpected events. Cooperates with Line Supervisors in running service lines; maintains proper food temperatures and provides assistance to serving lines during peak periods. Ensures all meal schedules are kept and all products are placed in the lines at the appropriate times. Utilizes run outs in a cost effective manner ensuring quality throughout. Perform other duties as assigned and able to provide assistance to other areas when needed.

REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the minimum knowledge, skill, and/or ability required.

The ideal candidate should possess:

- Knowledge of techniques and methods of quantity food preparation and storage
- Ability to prepare creative menu plans consistent with federal and state government nutrition guidelines
- Knowledge of nutritional values in food preparation
- Skill to estimate food quantities required for menus
- Skill to plan the preparation of meals for serving at specified meal times
- Skill to prepare large quantity meals with a minimum of waste
- Knowledge of and ability to train others in safety practices related to food preparation and use of commercial kitchen utensils and equipment
- Knowledge of and ability to train others in sanitary methods of food handling
- Skill to monitor inventory levels and requisition supplies to ensure adequate supply of food stuffs
- Skill to add, subtract, multiply and divide; basic skill in using a computer
- Ability to stand for long periods of time
- Knowledge of basic record keeping
- Ability to read and write English
- Skill to establish and maintain cooperative working relationships with staff, parents and students

EDUCATION: High School diploma or equivalent.

EXPERIENCE: 5 years related experience in a large facility and must be able to lift 50 pounds.

SALARY: \$8.00 to \$12.00 per hour DOQ

FILING DEADLINE: Review to begin February 27, 2010

TO APPLY: Obtain and submit employment application at: www.auxiliary.com

California State University, Fresno Auxiliaries-Human Resources
2771 E. Shaw Ave.
Fresno, CA 93710
FAX: (559) 278-0988

Resumes will not be accepted without application

Employment for this position is by the California State University, Fresno Association, Inc. This is not a State of California position.