



JOB TITLE	DEPARTMENT	REPORTS TO
Cook	School Based	Food Service Manager

Position No: 76021	Length of Work Year: 183 day
Salary Schedule: CWHC	Date Approved: 8/26/97
FSLA: Non-exempt	Date Revised: 8/15/13; 5/30/18

JOB GOAL
To assist in preparation, cooking and serving of a variety of foods in an elementary or secondary food service program.

MINIMUM QUALIFICATIONS

1. High school diploma or equivalent.
2. General good health.
3. Ability to stand and work for long periods, to do considerable lifting and reaching, and to perform manual tasks.
4. Ability to follow written and oral instructions.
5. Experience in Food Service or degree in related area.
6. Completion of ServeSafe course within the first year of employment.
7. Completion of one approved Food Service Course within the first year of employment.
8. Demonstrated aptitude or competence for assigned responsibility.
9. Is physically capable of performing duties as determined by physical examination by Board approved physician.
10. Ability to perform the functions of the position.
11. Successful completion of a Physical Capacity Test specific to the essential functions and measured physical demands of the position.

DUTIES AND RESPONSIBILITIES

1. To perform large scale quantity food preparation and production, dealing primarily with but not necessarily limited to main dishes, vegetables and related items.
2. To operate kitchen production equipment.
3. To keep necessary records pertaining to this position.
4. To follow established production schedules, menus recipes and other appropriate procedures and practices.
5. To assist in directing and supervising work of employees assigned to cook's area.
6. To maintain high standards of sanitation and safety in production and cleaning practices.
7. To perform other duties as assigned by the Food Service Manager or principal.

PHYSICAL DEMAND CLASS:

Heavy (H) - Frequent lifting and carrying of objects weighing 25-50 pounds. Infrequent lifting and carrying of objects weighing 51-100 pounds. Continuous standing and/or walking is required to carry out duties. Occasional walking at a fast pace and/or running may be required.

For the Position of: **COOK**
PDC Test Level: MEDIUM

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

successfully complete the following job specific tests prior to being recommended to the School Board for hire.

Job Specific Task I

Task Simulated: Lifting to dispose of full garbage bag

Equipment Used: Bag weighted to 50 lbs., garbage can

Description of Task Simulation 1: Candidate will demonstrate the ability to lift the 50 lb. bag from a garbage can to the floor to then return the bag to the starting point. This is to be done for one repetition.

Job Specific Test II

Task Simulated: Lifting/carrying cookware

Equipment used: Box weighted to 10 lbs., shelves at 9, 36, and 72-inch heights

Description of Task Simulation 2: Candidate will demonstrate the ability to lift the 10 lb. box from a 36-inch height shelf, carry it for 10-feet to place it on the 9-inch height shelf. They will then return it to the 36-inch shelf to again lift it to carry for 10-feet to place it on the 72-inch to then return it to the start point. This is to be done for three (3) repetitions.

****NOTE: Candidate may use stepstool or ladder if needed for shelf access**

Job Specific Task III

Task Simulated: Lifting/Carrying/Handling boxes

Equipment used: 25 and 15 lb. box, shelves at 9, 36, and 72 inches

Description of Task Simulation 3: Candidate will lift the 25 lb. box from the 9-inch shelf then to the 36-inch shelf. They will then return the box to the start point. Candidate will lift the 15 lb. box from the 9-inch shelf then to the 36-inch shelf, followed by lifting it to the 72-inch shelf. They will then return the box to the 36-inch shelf then to the start point.

****NOTE: Candidate may use stepstool or ladder if needed for shelf access**

Job Specific Test IV

Task Simulated: Climbing

Equipment Used: Stepladder

Description of Task Simulation 4: Using available handholds, the candidate will demonstrate ability to climb up/down to the 3rd or 4th rung and repeat until total of 12 rungs are completed.