

Position: Central Kitchen Chef

Salary Range: 25

Summary

Under the supervision of the Student Nutrition Supervisor and the daily direction of the Kitchen Manager III the Central Kitchen Chef follows pre-determined menus to prepare and cook meats, fish, poultry, gravies, cereals, soups, vegetables and other foods for service in a school setting. May create and update menus, assist with grocery inventory and minor kitchen equipment maintenance. Provides daily direction to Central Kitchen Food Preparation staff.

Distinguishing Characteristics

The Central Kitchen Chef works at the Central Kitchen to support meal production, which is delivered to and/or prepared for schools and district clients.

Essential Duties and Responsibilities

- Read and follow standardized recipes, which include specific preparation steps, specific ingredient requirements and other technical information.
- Consistently adheres to food safety regulations
- Measures, combines and distributes ingredients according to standardized recipes for consistency in taste and food safety.
- Cooks food; 1) according to recipes and menus, 2) special dietary or nutritional restrictions, and 3) numbers of portions to be served.
- Monitors the use of government food commodities to ensure that proper procedures are followed.
- Inspects food production for quality, identifies any mechanical problems or errors on the line, and reports any concerns directly to supervisory staff immediately.
- Operates and monitors equipment, which is used in food preparation for proper function and records/reports any malfunctions or other complications.
- Selects and tests in-production food samples and provide relevant information to ensure appropriate food quality.
- Provides support to Central Kitchen team members.
- Cleans and sanitizes workstation daily at start and end of shift. Assists team members in maintaining exemplary cleanliness and safety practices.
- Observes and documents correct food cool down procedures to ensure food safety.
- Works independently within established procedures associated with the specific job function.
- Requires the ability to comprehend and follow district safety plans, procedures, and policies and all other district standards and procedures.
- Communicates with students and staff and the public using tact, diplomacy and courtesy in sometimes confrontational or stressful situations.

- Performs other duties as assigned that support the overall objective of the position

Qualifications

▪ Knowledge and Skills

The position requires a working knowledge of institutional quantity food preparation, methods (including sautéing, display cooking, grilling, roasting, baking, and steaming), procedure, and customer service; weights and measures; and kitchen safety and sanitation. Requires a working knowledge of catering and record keeping. Must have sufficient communication skills to project a positive image and convey basic information to customers.

▪ Abilities

Demonstrated ability to independently maintain and monitor a kitchen environment. Must be able to understand and follow District food service policies, procedures, rules and regulations. Must be able to orient food service staff and perform basic record keeping functions and complete mandated food service reports. Must be skilled in operation of mixer, meat slicer, rotating oven, char broiler, steam jacket kettles, reheat or warming kitchen equipment. Requires the ability to read and understand written directions and recipes and to calculate weights and measurements. Must be able to learn, understand and apply health, safety and sanitation regulations. Must be able to adapt and learn new procedures and programs as implemented by the District. Requires the ability to communicate with peers and other District staff or public in a manner reflecting positively on the department and District. Requires the ability to add and subtract, using decimals, fractions and ratios. Requires the ability to train other Central Kitchen staff in tasks for every stage of meal production.

▪ Physical Abilities

Requires the ability to stand for extended periods of time, bend, kneel and stoop. Requires sustained lifting of light to medium (under 35 pounds) and occasional lifting of heavy objects up to 50 pounds. Requires the ability to handle hot materials and work in an environment with wide temperature variations. Requires sufficient hand coordination to use kitchen utensils and equipment in addition to moving and positioning hot materials.

▪ Education and Experience

High school diploma or equivalent required and three to five years of experience in a similar position. Additional experience may substitute for education.

▪ Licenses and Certificates

Depending upon assignment, a valid California driver's license and/or first aid training may be required. Completion of the Hazard Analysis Critical Control Points (HACCP) Food Safety Certificate or equivalent safety/sanitation course required within six months of hiring.