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Birch Creek Music Performance Center

Job Description

POSITION: Kitchen Cook

**REPORTS TO:** Kitchen Manager

**GENERAL RESPONSIBILITIES:**

1. Prepare, cook, serve, and clean-up meals.
2. Assist as needed with preparation, serving and/or cleanup of meals.
3. Work with & assist Kitchen Assistants.
4. Clean kitchen and all dining areas daily.
5. Assist the Kitchen Manager with procurement of kitchen supplies.
6. Maintain a safe and clean work area.
7. Other related duties as assigned.

**QUALIFICATIONS**

1. Ability to cook/prepare large-scale cafeteria style meals to groups of 35 – 110 students, faculty and staff members.
2. Experience in food service operations and the DATCP Food Code and Wisconsin certifications as needed to work in a licensed kitchen.
3. Experience with supervision of kitchen support staff.
4. Knowledge of/interest in current dietary and nutritional needs for student populations.
5. Dependable, responsible, hard-working, self-starter.