

**Job Description\***

**Job Title** Cook

**Department** Food and Beverage

**Reports To** Executive Chef/ F&B Director

**FLSA Status** Non-Exempt

**JOB SUMMARY**

Prepares and cooks a la carte and family style meals for guests and employees of the restaurant by performing the following duties

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Insures proper portion techniques are used to meet profitability
2. Follows all Health Department regulations and guidelines
3. Wears gloves whenever handling any ready-to-eat foods
4. Cooks foods in quantities according to menu and number of persons to served
5. Slices roast such as beef, veal, pork, and lamb for cold plates or sandwiches.
6. Prepares sandwiches for pantry service outside of meal hours.
7. Bakes breads and pastry.
8. Prepare food showpieces.
9. Mixes sauces and various types of seafood such as crab, lobster and shrimp to prepare
10. cocktails.
11. Assists in menu planning by taking advantage of foods in season and local availability.
12. Serves meals.
13. Assists the Executive Sous Chef in ordering supplies and keeps records and accounts.
14. Assists the Executive Sous Chef in directing the activities of one or more workers who assist in preparing meals.
15. Assists the Executive Sous Chef in coordinating activities of the Kitchen to effect operational efficiency and economy.
16. Assists the Executive Sous Chef in training and developing staff on techniques, equipment, recipes, preparation methods and presentation.
17. Assists the Executive Sous Chef in developing food lists and ensures that sufficient items are ordered weekly.
18. Eliminates or adds items to list at the direction of the Executive Sous Chef.
19. Responsible for regulatory compliance in assigned areas of responsibility.
20. Observes workers and to ensure compliance with OSHA standards and regulations.
21. Inspects and tastes prepared foods to maintain quality standards and sanitation regulations.
22. Performs other duties as deemed necessary.

**QUALIFICATION REQUIREMENTS**

1. High School Diploma or G.E.D equivalent required
2. Previous direct kitchen experience required
3. Class II Gaming license issued from The Port Gamble S’Klallam Gaming Commission
4. State of Washington Food Handler’s Card

**PHYSICAL REQUIREMENTS**

1. Frequently exerting up to fifty pounds of force and/or a negligible amount of force to lift, carry, push, pull, or otherwise move objects, including the human body.
2. Involves heavy lifting. Exerting up to 50 pounds of force.
3. Frequently involves standing for sustained periods of time.
4. Occasionally requires crouching.
5. Often requires walking or moving about to accomplish tasks.
6. Constantly requires working with fingers rather than with the whole hand or arm.
7. Constantly requires the ability to receive detailed information through oral communication, and to make fine discrimination in sound.
8. Constantly requires verbally expressing or exchanging ideas or important instructions accurately, loudly, or quickly.
9. Occasionally requires stooping which entails the use of the lower extremities and back muscles.
10. Occasionally requires reaching by extending the hand(s) and arm(s) in any direction.
11. Occasionally requires raising objects from a lower to a higher position or moving objects horizontally.
12. Constantly requires repetitive movement of the wrists, hands, and/or fingers.
13. Requires clear vision at 20 inches or less, the ability to identify and distinguish color and to adjust focus.

**TYPICAL ENVIRONMENTAL CONDITIONS**

The worker is frequently subject to inside environmental conditions, which provide protection from weather conditions but not necessarily from temperature changes, and is occasionally subject to outside environmental conditions. The inside environment is often loud and stimulating. There is smoking permitted inside the casino facility

**TRAVEL REQUIREMENTS**

May be required for some positions

**ACKNOWLEDGEMENT STATEMENT**

NKDC and its entities are “at will” companies. This means that the employee or the Company may terminate employment at any time and or any reason. Management has the exclusive right to alter this job description at any time without notice. The document is not intended to exclude modifications consistent with providing reasonable accommodation for a disability, not is it intended to be an employment agreement or contract.

By signing below, both employee and supervisor acknowledge that this Job Description will provide the basis for general duties and responsibilities related to the job, and associated evaluations thereof.

Employee Signature Date

Employee Name (Please Print)

Supervisor Signature Date

Supervisor Name (Please Print)

*NKDC and its entities are committed to having a drug and alcohol free work environment.*