

San Diego County Office of Education
Personnel Commission

COOK

Definition: Under general supervision, prepares, cooks and serves a variety of food in large quantities at an outdoor education school facility.

Typical Tasks:

Essential Functions:

Prepares main dishes, salads, soups, vegetables and desserts.

Converts and adjusts recipes to prepare desired quantities.

Weighs and measures ingredients accurately to ensure quantity and quality standards.

Operates standard kitchen equipment including large electric floor mixers, slicers, stoves, ovens and dishwashers.

Cuts vegetables and desserts.

Cuts meats.

Loads and prepares food carts for delivery.

Interprets and follows diet menus.

Prepares special diet foods.

Maintains pantry.

Helps estimate, requisition and store needed food and supplies.

May lead and train Food Service Workers and temporary staff.

Serves and portions food.

Prepares and packages food for cook-outs.

Ensures that kitchen and dining areas are kept clean and orderly.

Cleans utensils, equipment and kitchen items.

Prepares meals independently on occasion.

Non-Essential Functions:

Performs other related duties as assigned.

Minimum Qualifications:	<p>Knowledge of: the use and care of cooking equipment and utensils; proper methods of preparing, cooking, baking and serving food in large quantities; safety and sanitation practices related to the preparation and serving of food; standard liquid and dry measurements.</p> <p>Skill in the methods of quantity cooking, food preparation, and serving.</p> <p>Ability to: cook and bake a wide variety of food in large quantities; operate commercial kitchen equipment and appliances; read, understand and follow recipe instructions, and convert ingredients to yield desired quantities; communicate effectively with children and adults; establish rapport with children and adults; work with and train others; follow oral and written instructions.</p>
Working Conditions and Physical Abilities:	<p>Kitchen setting. Assignment requires working some evenings and weekends.</p> <p>Physical ability to: kneel, bend, twist, squat, stretch; climb ladders; lift and move kitchen equipment and supplies weighing up to 50 pounds; stand for extended periods of time; keep hands in hot, soapy water for extended periods of time; push, pull, load and unload food carts.</p>
CERTIFICATES:	<p>Must be able to obtain a Food Service Handler Certification within six (6) months of appointment. Once employed, Cooks must maintain required certification.</p>
Experience and Education:	<p>A combination of training and experience which indicates possession of the knowledge, skills and abilities detailed above. A typical qualifying background would include one year of experience cooking, preparing and serving large quantities of food in an institutional kitchen.</p>

Distinguishing
Characteristics:

This class is distinguished from the next lower class, Food Services Worker, in that Food Services Workers are chiefly involved in the scouring of pans, washing and drying dishes, assisting in the preparation of meals, and doing other simple cookery in the kitchen. The next higher level, Chef, works under general direction to perform more difficult tasks in the preparation of meals in large quantities and is in charge of an entire small kitchen facility, whereas the Cook is responsible for the preparation of meals on an assigned shift.

Revised: 5/98, 5/99, 07/09

Approved by Personnel Commission: September 12, 1986