

## AMADOR COUNTY UNIFIED SCHOOL DISTRICT

### COOK/BAKER

#### DEFINITION

Under general supervision, to perform skilled, large quantity cooking and baking in the preparation of main dishes, vegetables, sauces, gravies, breads, desserts and other items; to serve food to students and staff; to maintain kitchen and serving areas in a clean and orderly condition; and to perform related work as required.

#### CLASS CHARACTERISTICS

Positions in this class are at the full working level in the skilled food preparation series. Incumbents receive specific direction relative to menu and quantity of foods; however, the incumbent makes choices in the application of defined methods or procedures. Incumbents may use self-developed recipes to cook and bake a variety of foods. They maintain appropriate kitchen sanitation and adhere to strict deadlines. Incumbents often act as resource persons for Food Service Workers and student workers and are involved in training of new employees.

#### EXAMPLES OF DUTIES

- Bakes cookies, pastries and related foodstuffs;
- Measures, weighs and mixes ingredients;
- Increases and breaks down recipes to produce specified quantity of food;
- Cuts, rolls and shapes dough in preparation for baking;
- Prepares and applies fillings, glazes;
- Observes and tests products being baked and adjusts oven temperatures;
- Checks foods for taste and appearance;
- Prepares salads, hot and cold sandwiches, and entree items having several ingredients;
- Mixes spices and ingredients to produce desired taste, texture and color;
- Washes, peels, cuts and shreds vegetables;
- Slices and grates vegetables, fruits, meats and cheese;
- Assembles finished food products;
- Dishes and pans food for serving;
- Serves on serving line;
- Maintains kitchen sanitation;
- Cleans and stores cafeteria equipment and food supplies;
- Stores and utilizes leftovers;
- Operates ovens, steam tables and other food service equipment;
- Operates a variety of utensils and equipment, such as blenders, mixers, grinders and slicers;
- Operates dishwasher and washes trays, utensils and other service equipment;
- Keeps accurate records of quantities used and ingredients needed in accordance with menus;
- Assists and instructs helpers or new personnel in methods and procedures of tasks assigned;
- Directs the work of student workers;
- Tests new recipes and makes appropriate recommendations;
- Places stock in pantry, refrigerators and freezers;
- Rotates food stock;
- Keeps pantry, refrigerators and freezers clean;
- Modifies menus to ensure that foods served are economical and nutritionally balanced;
- Orders food products and keeps necessary records;

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- Orders paper goods;
- Keeps Records;
- Prepares written reports;
- Counts monies;
- Performs related work as required;
- Counts student meal tickets and/or monies and use computer for Point of Service Transactions;
- Performs related work as required.

QUALIFICATIONS

Knowledge of:

Principles and methods of quantity food preparation, serving and storage;  
Care and use of standard cafeteria appliances and utensils;  
Sanitation and safety procedures related to cafeterias, particularly food preparation, serving and storage;  
Techniques of baking and front-burner cooking;  
Basic math and weights and measures;  
Basic nutritional standards;  
Appropriate safety precautions and procedures.

Ability to:

Bake or cook a variety of appetizing foods;  
Prepare an entree for a large number of customers;  
Serve students efficiently, observing sanitation standards;  
Prepare individual salads and meals;  
Maintain standards of nutrition and food quality;  
Observe and subscribe to time limitations;  
Understand and carry out oral and written instructions;  
Establish and maintain effective working relationships with those contacted in the course of work.

TRAINING AND EXPERIENCE

Any combination of training, education and experience which demonstrates possession of the knowledge and abilities stated above and the ability to perform the duties of the position. A typical qualifying entrance background is journey-level experience in baking and front-burner cooking in large quantities for mass servings;

or

Experience at or equivalent to the level of Food Service Worker II in the Amador County Unified School District, from which the incumbent has acquired the knowledge and abilities listed above.

PHYSICAL DEMANDS AND WORKING CONDITIONS

This position requires the prospective employee to pass a pre-employment physical.

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Physical Requirements:

1. Employee lifts/carries 60 pounds occasionally (less than 33% of the time).
2. Employee lifts/carries 30 pounds frequently (34-66% of the time).
3. Employee lifts/carries 15 pounds constantly (67-100% of the time).
4. Employee's position requires pushing a maximum force of 63.9 pounds on objects.
5. Employee's position requires pulling a maximum force of 63.9 pounds on objects.

Mobility:

Positions in this class require the mobility to stand, stoop, reach and bend.

Vision:

Positions in this class require vision (which may be corrected) to read small print.

Other Conditions:

Incumbents may be required to wear protective apparel, including face protectors and aprons.

SALARY LEVEL

Range 12 of the ACUSD Classified Salary Schedule.