



Position Description for **Cook**

North Heights Vision: **Find Faith. Discover Purpose. Live Eternal Significance.**

Led by the Holy Spirit, North Heights engages all people to find faith in Jesus, discover their God-given purpose and equip them to lead lives of eternal significance.

We are looking for staff to join us in this vision.

Title: Cook

Reports to: Executive Chef

Employment Status: Part Time or Full Time

4 Imperatives:

- Performs all food preparation and production consistently while following the NHLC Catering standards for recipes, portioning, cooking, serving, and food product handling.
- Keep the kitchen and surrounding areas sanitized and clean in accordance with all local, state, and federal laws.
- Flexibility to accommodate events with short lead time (i.e. funerals)
- See yourself as leading ministry of Jesus Christ in food preparation and service.

Summary of Position: This position is responsible for the preparation and production of food; committed to maintaining high quality food excellence of North Heights. To accomplish this with a commitment to food and guest service excellence by ensuring that all food items are made to specification and at the Chef's direction. To operate within cost guidelines while maintain safety and sanitation standards.

Minimum Qualifications:

- Ability to participate and relate well in a Christian school environment.
- Willingness to be trained on-the-job.
- Team worker who assists others.
- Commitment to Christ & willingness to share faith with others through actions, lifestyle & example.
- Ability to work in and foster a Christian environment as a part of NH.

- Have a current “Food Protection Manager Certificate” or ability to secure

Duties/Areas of Responsibility:

- Adhere to staff core values
- Adhere to the Constitution and Bylaws of North Heights
- Provide warm and welcoming hospitality to all guests
- Knowledge of preparation of food items in accordance with North Heights standards
- Follow all opening and closing procedures and adhere to daily production schedules at all times considering timely service.
- Committed to striving for excellence and professionalism in demeanor and appearance
- Performs other duties as assigned that further the vision of North Heights
- Set up and breakdown of all hot and cold foodservice
- Maintain proper storage, rotation and quality of food products in all areas
- Maintain good relationships with front and back of house staff
- Prepping assigned items
- Clean and sanitize production equipment, work surfaces and kitchen according to schedules
- Maintain your workstation in safe and sanitary conditions
- Handle food in a manner that is consistent with local health department guidelines