



Nutri-Serve Cook

The **cook** will maintain accurate and complete records and paperwork. Must be a TEAM player, to accomplish the result, whether it is in preparation, service, or clean-up.

Essential Duties and Responsibilities:

- Oversees the production of all meals and the overall cleanliness of the kitchen.
- Completes records, paperwork, and other administrative tasks in an accurate and timely manner.
- Ensures positive relationships with all customers and internal staff
- Performs special projects and other duties as assigned

Minimum Qualifications:

- The job requires a high school diploma or equivalent and 6 months to 1 year general food service experience, preferably in a school district setting, or an equivalent combination of education and experience.
- Must be able to pass the state-required background check and fingerprinting to work in NJ schools.
- Must be Serve Safe Certified or be able to complete Serve-Safe Certification within one year of assuming the COOK role

Key knowledge, skills and abilities of this job include the following:

- Knowledge of or willingness to learn the New Jersey Child Nutrition Program
- Batch cooking
- Preparing the menu for the adult line is the planned by the cook
- High energy and a positive approach
- Strong organizational and detail skills
- Good problem solving skills
- Ability to work with minimal supervision
- Ability to maintain confidentiality, sensitivity, and professionalism always.
- Ability to adapt to changing priorities
- Ability to interact successfully with all levels of customers and Nutri-Serve employees