

Hotel Teatro
Position Description

Position: Prep Cook	Department: Food & Beverage
Status: Non-Exempt	Reports to: Executive Chef

Position Summary:

We are looking for an ambitious Prep Cook to assist in the preparation of delicious dishes in the kitchen. You'll perform routine kitchen tasks such as setting up workstations and ingredients, so that food can be prepared according to recipes.

A great prep cook will be quick and diligent and willing to improve on the job. You will be deft and able to follow instructions as well as all health and safety rules in the kitchen. The ideal candidate will also be able to function in a fast-paced, busy environment as a part of a team.

Essential Job Functions:

- Follow the prep list created by chefs to plan duties
- Label and stock all ingredients on shelves so they can be organized and easily accessible
- Measure ingredients and seasonings to be used in cooking
- Prepare cooking ingredients by washing and chopping vegetables, cutting meat etc.
- Undertake basic cooking duties such as reducing sauces, parboiling food etc.
- Prepare simple dishes such as salads, entrees etc.
- Maintain a clean and orderly kitchen by washing dishes, sanitizing surfaces, taking out trash etc.
- Ensure all food and other items are stored properly
- Comply with nutrition and sanitation guidelines
- Perform other kitchen duties as assigned

Additional Job Duties:

- Completes tasks and projects delegated by management; assist other departments as business volumes and staff levels demand.
- Completes shift checklists and informs management if there is anything that time does not permit.
- Reports to work in a neatly groomed and acceptable manner as outlined in the employee handbook and departmental rules.
- Reports to shift on time.
- Enforces and complies with all policies and procedures for Hotel Teatro.

Physical Requirements:

- Ability to carry heavy loads up to 50 pounds.
- Standing, bending, and stooping may be required.

Requirements:

- Proven experience as prep cook
- Knowledge of health and safety rules in a kitchen
- Manual dexterity able to operate cutting tools and kitchen utensils
- A team player with good communication skills
- Patient with an ability to stay positive under pressure
- Very good physical condition and endurance
- High school diploma or equivalent is desirable; Training from a culinary school will be an asset