



Job title: Prep Cook
Department: Kitchen

FLSA status: Non-Exempt
Reports to: Sous Chef

The mission of Sandy Cove Ministries is to help people connect with God and each other in order to be transformed into the image of Christ, through His Word, His creation and community.

Position Summary:

General Purpose: To help prepare guest meals by preparing hot food items in a large batch style, so that it can guests, and staff connect with God & each other.

Role Qualifications:

- A personal relationship with Jesus Christ
- Must contain an excitement for the mission at Sandy Cove Ministries
- Must be at least 18 years of age
- Have some experience in food preparation
- Works well in team environment
- Must be able to lift up to 60lbs
- Must have applicable experience with large batch cooking

Essential Job Functions/Responsibilities:

- Assist in the safe and efficient preparation of fresh, hot food in a timely manner for guest meals
- Serve food as required
- Assist in cleaning the kitchen, utensils, equipment in the kitchen, refrigerator and freezer
- Learn the proper use of commercial kitchen equipment including but not limited to meat slicer, vegetable slicer, food processor, floor mixer, conventional and convection ovens, fryers, tilt skillets, and char-broilers
- Learn the proper method of safe preparation and delivery of food for guests with special dietary needs
- Any other reasonable duty as assigned by a Sous Chef or Executive Chef

Essential Skills and Experience

- Ability to foresee needs and problem solve accordingly
- Flexible and has ability to adjust to guest needs
- Effective communication skills

- Strong organizational skills
- Creative
- Ability to work under pressure and produce accurate results

Nonessential skills and experience:

- Knowledge of safe food handling procedures
- Prior food service experience (preferred)

Reporting to this position: None.

Physical demands of work environment: The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential function of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

■ *Physical demands:* While performing the duties of this job, the employee is required to stand for long periods of time, walk, sit, bend, stretch, push use hands, climb stairs, balance, stoop, kneel, talk, see or hear. The employee must occasionally lift and/or move up to 60 pounds and handles cold and sharp items

■ *Work environment:* The noise level in the work environment ranges from minimal to very loud. Room temperature can fluctuate dramatically and floors can become slippery.

General sign-off: The employee is expected to adhere to all company policies and to act as a role model for all other Sandy Cove Ministries' employees.

I have read and understand this explanation and job description.

Signature: _____ Date: _____

Created: 8-1-11
Revised: 10-1-23