

COOK

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the preparation and cooking of a variety of food. In large kitchens a cook usually has responsibility for one part of a meal, such as the meat course, or vegetables or pastries and desserts. In a small kitchen a cook may supervise the cooking of an entire meal and in some cases may have charge of the entire kitchen operation. General supervision may be received from a Cook Manager, School Lunch Manager or other higher level food service employee. Work is normally reviewed by observation and oral reporting. Supervision may be exercised over the work of Assistant Cooks and Food Service Helpers. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Prepares and cooks meat, fish, poultry, soups, vegetables, cereals, desserts, salads and other foods;

Bakes cakes, pies, rolls and a variety of other pastries;

Supervises the proper storing of food;

Supervises the work of assistants in the preparation of food, and the cleaning of tables, kitchen utensils, stoves and the kitchen in general;

Maintains simple records relating to school lunch activities;

May serve food;

May wash and dry dishes, pots and pans by hand or machine;

May order food;

May accept food deliveries.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the methods of preparing, cooking and baking food in large quantities; good knowledge of modern cooking utensils, appliances and equipment; good knowledge of cleaning methods and the use of cleaning materials and equipment; ability to supervise the work of others; ability to plan with a view to economy and efficiency in the use of supplies, equipment and food; ability to maintain simple records; ability to follow oral and written directions; neat personal appearance; tact and courtesy; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

A. Two (2) years of full-time paid experience, or its' part-time equivalent, in institutional cooking; **OR**

- B. Two (2) years of full-time paid experience, or its' part-time equivalent, as a Food Service Helper, in which the major percentage of the employee's time was spent in institutional cooking; **OR**
- C. An equivalent combination of training and experience as indicated in A and B above.

ULSTER COUNTY
1730 COOK
Classification: Non-Competitive
Grade: 8
Union: CSEA

Adopted: April 11, 1979
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