

# JOB DESCRIPTION: ASSISTANT COOK & KITCHEN ASSISTANT



## Qualifications:

Good work ethic. Free of communicable illness. Some food service experience is helpful but we will train. High school graduate.

North Star Camp requires that all staff members are vaccinated for MMR, Td/Tdap, Varicella, Meningococcal, and Hepatitis B.

## Responsible to:

The kitchen manager and the cooks. Andy and Vickie Shlensky (Camp Directors).

## Essential functions:

- To be able to move about the kitchen easily and quickly.
- To possess sufficient language skills to understand the tasks at hand.
- To be able to lift/unload/move food and supplies; lift dishes to storage location
- Use kitchen equipment safely; operate electrical and mechanical equipment
- Maintain appropriate inventory of food and supplies
- Operate dishwasher while maintaining appropriate temperature
- Determine cleanliness of dishes, food-contact surfaces, and kitchen areas
- Assess condition of food

## General Responsibilities:

- To maintain the highest level of sanitation in the kitchen.
- To perform whatever duties the cook and kitchen manager see necessary.
- To assist with serving food.
- To assist with clean-up of the kitchen.

## Specific Responsibilities:

- Table setting in a.m. and bringing dishes to the dining room for lunch and dinner for campers to set.
- To assist with the serving of food.
- To assist with consolidation and proper storage of food after meals.
- To clean up after meals and ongoing cleaning to maintain the highest levels of sanitation in the kitchen.
- Dishwashing (we usually assign two kitchen workers to dishes and one to pots and pans)
- Food prep to assist the cook and baker.
- Salad Bar preparation
- Beverage preparation i.e. bug juice, fruit juices and coffee.
- Assist with grilling, meat slicing.
- Sweeping and mopping at the end of the day.

We want our kitchen staff to enjoy camp and welcome you to participate in the activities that we offer when you are not assigned in the kitchen. All staff work a 6 day week with a day off per week.