
FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

Job Family: Food Services

Class Series: Cooks

Grid: 18

Class Title: Cook II

I. Level Definition

Positions at this level prepare assigned food items and provide work direction to Cooks I and other designated staff in an assigned area within the kitchen operation or perform related administrative duties in a kitchen providing under 200 meals per day.

II. Typical Duties

- (1) Prepares assigned food items by following established menus, recipes and quantity quotas, determining ingredients and quantities required and assembling ingredients and equipment required for cooking.
- (2) Plans preparation and cooking schedule.
- (3) Cooks and seasons assigned food and therapeutic diet items such as soups, sauces, salads, starches, meats, fish, poultry, vegetables and desserts by methods/procedures such as roasting, frying, grilling, steaming, poaching, boiling, baking and bulk rethermalization; tests food items for palatability and temperature and adjusts accordingly.
- (4) Carves food items such as meat and poultry and controls portioning of food items to ensure recipe yield meets assigned quantity quotas.
- (5) Maintains established food rotations in storage in order to minimize spoilage and waste.
- (6) Coordinates work flow in assigned area and provides work direction to Cooks I and other designated staff including related training and orientation.
- (7) Estimates food requirements according to nutritional and therapeutic diet needs; orders and receives supplies as required; resolves discrepancies with suppliers.
- (8) Formulates and updates departmental procedures.
- (9) Ensures safety practices and procedures are adhered to.
- (10) Performs other related duties as assigned.

III. Qualifications

(1) Education, Training and Experience

Graduation from a recognized 12 month program in cooking plus one year's recent, related experience or an equivalent combination of education, training and experience.

(2) Skills and Abilities

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to organize work.
- (v) Ability to operate related equipment.