



## JOB DESCRIPTION

**Job Title: Food Service Cook/Chef**  
**Reports to: Principal**  
**Salary: Hourly**

**Department: AiES**  
**Employment Status: Full-Time**  
**Driving Classification: Regular Driver's License**

### **Summary:**

To perform the job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions:

### **Essential Functions:**

#### **Detailed Work Activities**

- Cuts cooked or raw foods
- Prepares foods for cooking or serving
- Cleans food preparation areas, facilities, or equipment
- Cooks foods
- Inspects facilities, equipment or supplies to ensure conformance to standards
- Serves food or beverages
- Monitors food services operations to ensure procedures are followed
- Cleans tableware • coordinates activities of food service staff
- Maintains food, beverage, or equipment inventories
- Prepares breads or doughs
- Suggests menu options

#### **Daily Tasks**

- Cleans, cuts, and cooks' meat, fish, or poultry
- Cooks ingredients according to menus, special dietary or nutritional restrictions, or numbers of portions to be served
- Cleans and inspects galley equipment, kitchen appliances, and work areas to ensure cleanliness and functional operation
- Apportions and serves food to student and staff
- Washes pots, pans, dishes, utensils, or other cooking equipment
- Bakes breads, rolls, or other pastries
- Monitors use of government food commodities to ensure that proper procedures are followed
- Anticipates problems, where possible, and recommends appropriate policies to the Food Services Supervisor
- Knows the policies of the school system and administration of those policies
- Works to further promote the food service program and increase participation
- Works effectively with school personnel and food service lead
- Keeps current with employee safety training, such as bloodborne pathogens training, etc.

**Education:**

High School Diploma, GED Equivalent, or above

**Experience:**

Trained in a culinary program or worked in either a restaurant or school.

**Certificates and Licenses:**

See above under Education

**Physical Demands:**

Ability to lift 20 – 50 lbs., stand on feet for 6 to 8 hours, use cooking and preparation utensils with precision.

*The Indian Preference Act will be enforced. The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities associated with it. The Fort Mojave Indian Tribe reserves the right to amend and change responsibilities to meet business and organizational needs.*