

Cook

Position open until filled

SCHOOL OVERVIEW

Gonzaga Preparatory School is a Catholic, Jesuit college preparatory school that educates students according to Gospel values, inspiring leaders who create a more just and loving world. Since 1887, Gonzaga Prep has prepared students for lives of leadership founded in a tradition of excellence in academics, activities, and service. It is a lifelong community of individuals who go forth and make the world a better place through excellence and service. With a faith-filled, college preparatory environment grounded in values drawn from the long Jesuit tradition, Gonzaga Prep students discover who they are meant to be in this world.

POSITION SUMMARY:

The Cook's primary responsibility is to prepare quality products on a daily basis to the Gonzaga Preparatory School community. Cafeteria staff work as a team to safely and promptly accomplish the daily tasks while providing excellent service to the Gonzaga Prep community. This position reports directly to the Food Service Manager.

HOW TO APPLY: Email cover letter, resume, and application to jobapplication@gprep.com
Contact Kim Nixon at 509-483-8511 for more information. Position open until filled.

RESPONSIBILITIES AND DUTIES:

Tasks related to food preparation:

Breakfast:

- **Prepare and Set Up:** Set up the breakfast station with all necessary ingredients. Gather required items for the next day's preparation.
- **Cook and Heat:** Cook sausage, bacon, and hash browns, and heat any leftover meat or potatoes, ensuring proper food safety.
- **Assemble and Serve:** Assemble breakfast burritos and muffins, and set up hash browns for serving. Serve students from the steam line.
- **Monitor and Maintain:** Periodically check the internal temperatures of hot and cold items to ensure food safety and quality.
- **Clean Up and Reset:** After the meal period, cool leftovers, reset the breakfast station, and prepare for the next day's service.

Lunch:

- **Prepare and Portion:** Assist in the preparation, production, and portioning of lunch items according to the menu.
- **Set Up Stations:** Set up the soup station with necessary items such as cheese and nacho chips.
- **Serve and Monitor:** Serve students during the lunch meal period, ensuring proper portioning, and monitor the service of soups and chili.
- **Cool and Store:** Assist in the proper cooling and storing of leftovers to maintain food safety.

Tasks related to cleaning, organizing and preparing:

- Unlock walk in refrigerator and freezer
- Gather spatulas, scoops and tongs
- Keep counters and work area clean and free of debris
- Clean up work area and grill
- Assist in washing of daily dishes as needed and as they accumulate
- Assist in other areas as needed or directed by Manager
- Assist and participate in complete cleaning of kitchen
- Make sure all equipment is turned off
- Record time worked on time card

QUALIFICATIONS:

- Understand the School's Mission Statement and demonstrate behavior and values consistent with the School's Mission.
- Must possess a State Food Handler's Permit.
- High School diploma or equivalent.
- Understand and carry out oral and written directions.
- Must be able to serve food across the serving area.
- Must be able to stand for long periods of time on a hard surface.
- Knowledge of methods and use of cleaning materials and safe work practices.
- Reference check and criminal background check required.
- High level of attention to detail, initiative, and the ability to complete work in an accurate and timely manner.
- Must be team oriented but also able to work independently.
- Ability to provide a high level of customer service to staff and guests.

Position part time, working the school's academic calendar. Additional hours on evenings and weekends may be required, based on school activities and events.

Salary Range: \$16.28 - \$18.84

Physical requirements:

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

A person working in this position will exert 20 to 50 pounds of force frequently, and/or 10 to 25 pounds of force occasionally, and/or greater than negligible up to 10 pounds of force constantly while carrying, pushing, and/or pulling to move objects. The employee must occasionally lift and/or move up to 50 pounds. While performing the duties of this job, the employee is frequently required to stand, walk, sit; some stooping, kneeling, and/or crouching; and significant fine finger dexterity. The employee frequently uses chemicals in the performance of this job.

Our Catholic and Jesuit tradition affirms the dignity and worth of every person, mandates that all employees be treated fairly and respectfully. Gonzaga Preparatory School, therefore, does not discriminate in its employment practices on the basis of gender, age, race, color, status as a married or unmarried person, sexual orientation, honorably discharged veteran or military status, national and ethnic origin, or disabilities which can be reasonably accommodated in the administration of its educational policies and school administered programs.