



OWL'S NEST

LCJ MANAGEMENT, LLC d/b/a OWL'S NEST RESORT JOB DESCRIPTION

TITLE: Banquet Cook

REPORTS TO: Banquet Chef and Sous Chef

DEPARTMENT: Food & Beverage

FLSA STATUS: Non-Exempt (Hourly)

JOB SUMMARY

The Banquet Cook will prepare meals according to Banquet Event Order (BEO) while following instructions in cooking and delivering items in a timely manner. This individual will work alongside other kitchen personnel to ensure a high-quality guest experience.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Set up workstation with all needed ingredients and cooking equipment or utensils.
- Work multiple stations including but not limited to cold station, sauté station, and grill.
- Prepare ingredients to use while cooking.
- Cook with a variety of utensils and equipment.
- Ensure appealing and pleasant presentation before service.
- Maintain a sanitized, clean, and orderly work environment.
- Make sure all food and other items are cleaned and stored properly.
- Check for quality of ingredients and monitor stock.
- It is your duty to follow Resort policies and procedures as directed by any Chef in control of the kitchen.
- May perform duties from other positions as needed or assigned to maintain proper operations of the resort property.

KNOWLEDGE, SKILLS, AND ABILITIES

- High school diploma, GED or equivalent/ Culinary certification or degree preferred.
- Must be able to speak, read, write and understand the primary language(s) used in the workplace. Understand and execute good communication skills, both written and verbal.
- Thorough working knowledge of hot and cold food preparation and presentation.
- Knowledge about food safety and handling in accordance with federal and state regulations, codes, and laws.

LICENSURE / CERTIFICATION REQUIREMENTS

- ServeSafe Certification (or within 30 days of hire).
- Participation in ongoing training and education.

PHYSICAL REQUIREMENTS / WORKING CONDITIONS

- Flexible schedule including days, evenings, nights (at times past midnight), weekends and some holidays.
- Ability to visualize, smell and taste food for quality assurance.
- Ability to work and handle stress arising from demands in production.
- Demonstrate ability to stand and exert well-paced mobility for up to eight (8) hours in length in limited space.
- Ability to physically handle knives, pots, mirrors and other display items as well as grasp, lift and carry same from shelves and otherwise transport up to 50 lbs. to every area of the kitchen.
- Perform cutting skills on work surfaces topped with cutting boards (3-4 feet in height).
- Proper usage and handling of all kitchen machinery.
- Must be able to lift to 50 lbs. on a regular and continuous basis. Push and pull carts up to 250 lbs. To bend, stoop, squat, and stretch to fulfill duties and tasks.
- Tolerate, at times, extreme temperatures like freezers (-10F) and kitchens (+100F) possibly for one or more hours.
- Talk and hear effectively during times of added noise and stress.

I understand that the job description is not a comprehensive list of my job duties and it is up to me, along with the Banquet Chef's guidance, to determine the best and most efficient way to accomplish my job duties and responsibilities. I also understand that should my job duties change significantly, which may occur based on the business needs of Owl's Nest Resort; it is my responsibility to notify the Banquet Chef so that my job description is updated accordingly. I acknowledge that the job description will be used as the basis for my performance review.

Signature

Printed Name

Date