



## *Tolowa Dee-ni' Nation/Lucky 7 Casino*



### **Position Description**

**Title:** Line Cook  
**Class:** Skilled  
**Status:** Full Time/Part Time  
**Supervisor:** Kitchen Manager  
**Effective Date:** Revised June 2014

**Department:** (41) Kitchen  
**FLSA:** Non-Exempt  
**Pay Grade:** IV  
**Subordinates:** None

#### ***Essential Duties and Responsibilities:***

Prepares a variety of meats, seafood, poultry, vegetables and other food items for cooking in broilers, ovens, grills, fryers and a variety of other kitchen equipment.

- Assume responsibility for the quality of products served.
- Knows and complies consistently with standard portion sizes, cooking methods, quality standards and kitchen rules, policies and procedures.
- Stocks and maintains sufficient levels of food products at line stations to assure a smooth service period.
- Portion food products prior to cooking according to standard portion sizes and recipe specifications.
- Maintain a clean and sanitary work station area including tables, shelves, grills, broilers, fryers, pasta cookers, sauté burners, convection oven, flat top range and refrigeration equipment.
- Prepares items for broiling, grilling, frying, sautéing or other cooking methods by portioning, battering, breading, seasoning and/or marinating.
- Follows proper plate presentation and garnish set up for all dishes.
- Handles stores and rotates all products properly.
- Assists in food prep assignments during off-peak periods as needed.
- Closes the kitchen properly and follows the closing checklist for kitchen stations. Assist others in closing the kitchen.
- Attends all scheduled employee meetings and brings suggestions for improvement.
- Performs other related duties as assigned by the Kitchen Manager or manager-on-duty.
- Temporary or permanent duties and responsibilities may be added to, or modified as deemed necessary.

#### **Minimum Qualifications:**

- A minimum of 2 years of experience in kitchen preparation and cooking.
- At least 6 months experience in a similar capacity.
- Must be able to communicate clearly with managers, kitchen and dining room personnel.
- One-year certificate from college or technical school; or three to six months related experience and/or training; or equivalent combination of education and experience.
- Qualified Indian Preference applies.

**Supervisory Responsibilities:**

None

**Position Summary:**

Responsible for the daily preparation of food items by cooking all orders and preparing foods ahead for all shifts.

**Language Skills:**

Ability to read, analyzes, and interprets general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**Mathematical Skills:** Ability to calculate figures and amounts such as discount interest commissions proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

**Reasoning Ability:**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**Certificates, Licenses, Registrations:**

Must be able to pass extensive background investigation for the issuance, and retention, of gaming license.

**Physical Demands:**

While performing the duties of this job, the employee is frequently required to stand walk and use hands to finger, handle, or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk and hear. The employee must occasionally lift and/or move up to 40 pounds.

**Vision Requirements:**

- Close vision (clear vision at 20 inches or less).
- Color vision (ability to identify and distinguish colors).
- Depth perception (three-dimensional vision, ability to judge distances and spatial relationships). Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

**Work Environment:** Exposed to heat, electrical appliances, gas, refrigeration, sharp tools.

**Employee’s Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor’s Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

