Available Position Description

Position: Hospital Cook/Cook Assistant

Description: The Hospital Cook prepares meals for hospital patients, staff, visitors, and for special events/meetings. As such the cook may do food preparation in the kitchen and/or in the cafeteria grill area. The Cook Assistant washes pots and pans, operates the dish machine and does assigned cleaning and mopping as needed. He/she put away dishes, stocks items, and helps in the dining room. He/she sets up, delivers, and cleans up for special dining events.

Number of Hours: Part-time: approximately 15-22.5 hours/week

Schedule: 3 shifts one week; 2 shifts the next. Over time the Cook/Cook Assistant would be trained to the following dietary shifts:

5:45 am – 1:45 pm AM Cook Assistant
11:00 am – 7:00 pm PM Cook
4:30 pm – 8:00 pm PM Grill Cook

This position includes every other weekend and holiday as PM Cook.

Educational Requirements: High school diploma desired. He/she must take a modified diet and sanitation course provided through the dietary department.

Other: The applicant must have good interpersonal skills, be willing to fill in as needed and be a team player. He/she must be well organized and able to follow directions. Cooking experience a plus.

Replacement: X New:

Date: 2/18/10;
Revised: 3-8-10

Position Filled:
Employee (s): _____ Date: _____
_____ Date: _____