

Assistant Cook Job Description

Minimum Qualifications:

- Minimum of one year's experience in a large quantity food preparation operation or completion of a culinary program.
- Knowledge of health and safety standards
- Able to or already have ServSafe Certification

Reports to: Head Cook

Duties include, but are not limited to the following:

- Follow the daily instructions of the Head Cook to plan duties
- Prepare cooking ingredients by washing and chopping vegetables, cutting meat, etc.
- Undertake basic cooking duties such as browning meat, steaming vegetables, etc.
- Prepare simple dishes such as salads, side dishes, entrees, etc.
- Bake bread, rolls, muffins and desserts utilizing approved recipes.
- Prepare breakfast items.
- Serve and/or package meals.
- Maintain a clean and orderly kitchen by washing dishes, sanitizing surfaces, taking out trash, running laundry, etc.
- Ensure all food and other items are stored properly
- Follow all standards and regulations of the meal programs
- Comply with nutrition and sanitation guidelines
- Assume the responsibilities of the Head Cook when he/she is not present because of vacation, sick leave, etc.
- Perform other kitchen duties as assigned by the Head Cook and/or Executive Director
- Must be willing to get First Aid/CPR/AED/Bloodborne Pathogen certified

The Senior Center of Jackson Hole is a health & wellness Community Center for people 60+. This is not a residential facility this a place for active adults to gather, exercise, eat, learn and engage. We offer breakfast and lunch in our dining room Monday through Friday and deliver Meals on Wheels those days as well.