

**SCHOOL SISTERS OF NOTRE DAME
CENTRAL PACIFIC PROVINCE
Job Title: Cook and Food Service Worker**

LOCATION: Mankato

DEPARTMENT: Food Service

GENERAL STATEMENT OF DUTIES:

Performs the daily operations to meal set up, preparation, meal service and clean up within the food service department. Also assists/prepares daily meals for all areas of the facility including main dining room, health care and special events. Assists with the supervision of department staff and ensures all work is completed by all staff throughout the day.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist with serving meals in dining areas
- Assist in clean-up of kitchen, kitchenettes and dining areas
- Follow specialized diets for sisters
- After training cooks will assist sisters in making proper choices for specialized diets
- Follow all sanitation and safety practices
- Assist in putting away delivered stock as needed
- Prepare dining areas for meals
- Assist other staff in completing required tasks within the scheduled time
- Prepare, arrange, deliver, set up and clean up special function items as requested
- Supervise food service staff in the absence of the food service director
- Handle food service concerns which arise in the absence of director
- Serve food at the proper temperatures for the established meal times
- Prepare and serve baked goods and salads as needed
- Maintain an orderly and presentable office and work area at all times

BASIC QUALIFICATIONS:

- Previous food service experience preferred
- Basic understanding of cooking techniques and proper food presentation
- Communication skills
- Ability to stand/walk for long periods of time
- Ability to lift a minimum of 50 pounds

JOB TYPE: Part-time

*Morning and afternoon hours available.

*Occasional weekends and holidays required.

BENEFIT ELIGIBLE: No

If you are interested in this position please complete an application.

If you have questions contact

Rachal Depuydt

Human Resources

507-389-4288

rdepuyd@ssndep.org

Nikki Chicos

Human Resources

507-389-4287

nchicos@ssndcp.org