

## **PREP COOK**

**POSITION SUMMARY:** Cooks and prepares a variety of food products, including meats, seafood, poultry, vegetables, sauces and stocks according to the club's standard recipes using a variety of equipment and utensils according to the daily prep list.

### **ESSENTIAL JOB FUNCTIONS:**

- Prepares menu items as needed for member or guest service
- Follows all state and local health and food safety regulations
- Follows all safety procedures for operating and cleaning machinery
- Takes inventory of all items required for station set-up and determine those items that require preparation
- Prepares items according to standard recipes
- Coordinates and times orders with other kitchen operations
- Notifies Executive Chef of expected shortages
- Ensures that assigned work areas and equipment are clean and sanitary
- Sets-up, maintains and breaks down prep cook station
- Covers, dates and neatly stores all leftover products that are re-usable
- Makes recommendations for maintenance, repair and upkeep of the line prep area and equipment
- Closes the kitchen properly using the closing checklist
- Assists with other duties as assigned by Executive Chef

**WORK HOURS/SHIFTS:** Seasonal, Days, Weekends

**EXPERIENCE QUALIFICATIONS:** Two years of experience in kitchen preparation and cooking preferred.