



Oakmont Country Club

I. Position

Line Cook

II. Related Titles

Intern / Extern

III. Reports To

Executive Chef

IV. FLSA Status

Non-exempt

V. Department

KITCHN

VI. Job Summary

Pre-prepare items required for workstation according to par sheets or instructions from Executive Chef. Prepare products assigned to his/her workstation during service.

VII. Essential Job Responsibilities/Duties

1. Responsible for taking charge of P.M. cooks and is responsible for what happens on the line before, during and after service.
2. Prepares meats, seafood, vegetables and other items required for line and special function purposes
3. Carefully follows standard recipes when pre-preparing and preparing all items
4. Uses food preparation equipment according to manufacturers' instructions
5. Ensures that assigned work areas and equipment are clean and sanitary
6. Assists with the Executive Chef in maintaining security and safety in the kitchen
7. Maintains neat, professional appearance and observes personal cleanliness rules at all times
8. Sets up, maintains and breaks down prep cook station
9. Returns unused food products to proper storage areas
10. Requisitions items needed to produce menu items
11. Adheres to state and local health and safety regulations
12. Maintains the highest sanitary standards
13. Assists with other duties as assigned by the Executive Chef
14. Assists with preparation of other food products on serving line as needed

LINE COOK INTERN/EXTERN

Prepared by: Bobbi Jo Graham, HR

Prepared Date: 7/13/07

Approved by: Executive Chef

Approved Date: 7/26/07

VIII. Reports to
Executive Chef

IX. Supervisory Responsibilities
No supervisory duties are included in this position

X. Wage & Benefit Description
\$8.00 - \$12.00 per hour, room and board, meals and uniform.

XI. Minimum Qualifications
Current student in a culinary program

LINE COOK INTER/EXTERN
Prepared by: Bobbi Jo Graham, HR
Prepared Date: 7/13/07
Approved by:
Approved Date: