

OCEAN LAKES SERVICE CORPORATION
SNACK BAR COOK I

- A. REPORTS TO:** Food Service Manager
- B. PURPOSE OF POSITION:** Prepare food as ordered by guests.
- C. CLASSIFICATION:** Hourly – Non-Exempt – Paygrade 4
- D. DEPARTMENT:** Food Services
- E. DUTIES AND RESPONSIBILITIES:**
- Prepares food orders by grilling, deep-frying and setting up sandwiches.
 - Assists in putting away orders received from vendors.
 - Insures sufficient back up prepped food on hand for shift.
 - Restocks food items as needed to have food on hand to fill guest orders.
 - Maintains sanitation in kitchen area.
 - Assists other teammates as needed.
 - Assists Manager as directed.
 - Provide outstanding guest service at every opportunity.
 - Promote a positive relationship with team members in all departments and divisions.
 - Additional duties as assigned.
- F. SAFETY RESPONSIBILITIES AND REQUIREMENTS:**
- Actively demonstrate, encourage, train and model safety rules and guidelines, in accordance with Company, along with local, state and federal law requirements.
 - Investigate loss producing incidents and review prevention recommendations with all employees.
 - Actively participate in the safety meetings, if requested by Management, providing and documenting safety training, if applicable, and offering improvement suggestions. Ensure that all safety equipment is used at all times, i.e. safety harness, eye protection, hard hats, gloves, etc.
 - Report safety or hazard concerns to management.
 - Report any work-related injury to management.
 - Take personal responsibility for safety every day.
- G. QUALIFICATIONS/REQUIREMENTS/EXPERIENCE/EDUCATION:**
- Bending to dip ice cream from a standing position.
 - Must be able to lift up to 40 lbs. Must be able to do pushing, pulling and bending.
 - Must have reliable transportation.
 - Must have the ability to work on site for all scheduled hours.
 - Maintain confidentiality of information.

- Positive attitude.
- Ability to interact well with others in a team environment.

H. SCHEDULE:

- Ocean Lakes Family Campground operates 7 days each week. Employees must be available to work a flexible schedule, including weekends and/or holidays as well as overtime hours as necessary.
- Available to take calls on a 24-hour rotation basis. Available to take emergency calls for complex issues.

General sign-off: This job description is not all inclusive. The employee is expected to adhere to all company policies and to act as a role model in the adherence to policies.

I have read and understand this explanation and job description.

Signature: _____ Date: _____