Compass Group Canada
Job Description

Job Title: **Cook**
Job Code:
Reports To: **Sous Chef or Executive Chef**
Approved Date:

NOTE: This includes Pizza Pizza, Stammers, District 94 and Suites stations

SUPERVISORY RESPONSIBILITIES
This position may have supervisory responsibilities of general help associates. This position supports the executive chef as required, and communicates on behalf of the executive and sous chefs to ensure general help associates are aware of task assignments and shift requirements as needed.

SUMMARY

- Prepare hot food products according to unit requirements and station SOS guides.
- Performs a variety of general service, production and cleaning duties as per training station guidelines.
- We encourage all associates to accept leadership responsibilities at all times. You have the power to make a difference to all guests .Our primary objective is to make sure our guests have a great experience with us at Compass Group Canada by providing exceptional service and quality. Please follow all of the 7 Essentials of Customer Service Excellence as directed by CGC and your Management team in addition to bringing the required skills of the position.

We conduct business each day with our values in mind, regardless of who we are and where we are in the world. Five core values underpin every interaction with Associates, clients and customers.



ESSENTIAL DUTIES AND RESPONSIBILITIES include the following.
Please note: Other duties may be assigned as required:

All Stations must be operated according to Standard Operating Procedures, with recipes provided in the MenuWorks platform. All recipes must be sourced from MenuWorks to

ensure proper costing and ingredient sourcing has been completed, with nutritional and allergen information available.

- Represents Compass Group Canada in a courteous, efficient, and friendly manner in all customer and employee interactions.
- Performs pre-preparation and preparation tasks (measuring, getting supplies, and setting up) assigned by Executive Chef. Primarily involved in pre-preparation of entrees, soups, grill menu items, sauces and gravies or specific station and internal program guidelines.
- Adheres to menu specifications and standardized recipes, assembling ingredients for the quantities required.
- Ensures safe and sanitary practices are followed, in accordance with company and facility policies.
- Ensure that all food served exceeds standards for quality control, at the proper temperature and at the correct time. Ensure all HACCP/QA standards for food preparation are followed at all times.
- Ensures that sufficient stock has been prepared for service.
- Replenishes supplies as needed.
- Weighs all waste at end of each shift and follows proper diversion or waste management protocols.
- Maintains good portion control and forecast of production.
- Maintains proper food production records. Ensure that all prepared products are correctly recorded on production records.
- Answers all guests' inquiries and concerns immediately.
- Always maintains proper service appearance and etiquette. Serve customers quickly and courteously using proper service techniques and portioning.
- Maintains established food rotations in all areas (stock room, fridge, freezer) in order to minimize spoilage and waste.
- Reports damaged and/or inoperable equipment and fixtures to unit manager.
- Performs other work-related duties as assigned by management. Assists anywhere else in the kitchen during production as needed.
- Interacts with customers in order to assure customer satisfaction.
- Interacts with co-workers in order to assure compliance with company service standards, and company inventory and property control procedures.
- Must have sufficient mobility to perform assigned tasks within production and service time frames established for the job.
- Maintain all HSQA records, such as production logs, hot and cold temp logs, cooling logs, receiving logs, cleaning logs as per job requirements.
- Follows principles of sanitation and safety in handling food and equipment.
- Maintain all related work areas and equipment in a clean and sanitary condition, including at the end of the shift.
- Responsible for the cleaning and sanitizing of assigned station before, during, and after service.
- Makes sure Standard Operating Procedures and guidelines are followed at each station during their shift.
- Follows the job routine of each shift.

- Ensures that Compass Group Canada Quality Assurance Policies and procedures, and Public Health Policies on food handling, cleaning and sanitation are followed at all times.

CORE COMPETENCIES

- Attention to Detail and Organizational Skills
- Able to work both independently and as a team member
- Advanced knowledge of food preparation techniques, site-specific menus, and culinary industry practices, executing food preparation with a high degree of skill
- Effective and timely communication with both guests and internal stakeholders to ensure event success
- Ability to remain calm under pressure and deal with unexpected situations

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; talk or hear; and taste or smell. The employee is required to walk, sit, and reach with hands and arms. The employee must frequently lift and/or move up to 60 pounds. Potential for superficial cuts and burns.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, extreme cold and extreme heat.

While performing the duties of this job, the associate may be exposed to loud noises, with prolonged exposure to moderate background noise.

MATHEMATICAL SKILLS

Must have simple computational skills.

LANGUAGE SKILLS

Must have the ability to read, write and speak English or other languages as necessary.

OTHER QUALIFICATIONS

EDUCATION and/or EXPERIENCE

Preferred: High school education, up to two years related experience or training; or equivalent combination of education and experience.

CERTIFICATES, LICENSES, REGISTRATIONS

- Must possess a valid Safe Food Handling Certificate
- Must be bondable

I have read the above job description and can perform the essential functions of the job with or without reasonable accommodation:

_____ _____

SIGNATURE **DATE**

I require the following accommodation: