



Menominee Casino Resort

2nd Posting

Position Lead Cook

Job Status Full-Time

Minimum Age 25

Wage

Date Posted Wednesday, August 16, 2017 8:00:00 AM

Date Closed Tuesday, August 22, 2017 4:30:00 PM

FIRST POSTING: OPEN 5 DAYS AND LIMITED TO ANY ENROLLED MENOMINEE TRIBAL MEMBER. SECOND POSTING: OPEN TO THE GENERAL PUBLIC.

SUMMARY

Responsible for the preparation of all food offerings in accordance with recipes and standards, while delivering an exceptional guest experience. This position will provide guidance over the preparation, flavoring, and the cooking process. This position will assist with menu creation and recipes, ordering food supplies and equipment, making schedules, setting prices, and inventory counts and control.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Cooks and prepares a variety of foods, quantities, styles, according to menu and demand of the business
- Knows and compiles consistently with standard portion sizes, cooking methods, quality standards and kitchen rules, recipes, policies and procedures
- Maintains and communicates with Director and Supervisors regarding the foods/products needed to ensure safe par levels and proper stock levels
- Responsible for maintaining a clean, organized, and sanitized work area all while following all tribal, local, state, and federal health/food safety regulations and codes
- Responsible for making sure that all areas of kitchen, Club, and C-Store are taken care of all, including stocking C-Store with prepared foods and prepping for next shift
- Responsible for all food/storage areas (refrigeration, freezer, and dry storage) are kept clean and organized
- Responsible for all equipment, tools, floors, work stations, and food prep areas are kept clean and organized
- Responsible for stock of inventory on weekly basis and prepare requisition to replenish stock
- Handles, stores, labels, and rotates all products properly and in accordance to applicable codes and laws.
- Follows proper plate presentation and garnish set up for all dishes
- Responsible to ensure that each and every cover going to the dining room is properly prepared, per the standards of the restaurant.
- Completes daily, weekly, and monthly cleaning lists.
- Assists with training of kitchen personnel and others, as required
- Assists with menu creation and specials.
- Assists with accurate counting of inventory.
- Records production and waste on a regular and consistent basis.
- Assists with supervision of kitchen staff and quality of food items prepared and served.
- Takes an interest and initiative in the development of the culinary team.
- Responsible for being able to communicate well with team members while maintaining a positive and professional work environment.
- Shall be cross trained in other duty stations.
- Performs other related duties as assigned by the Director and Supervisor-on-duty.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.



MENOMINEE
CASINO RESORT

Menominee Casino Resort

EDUCATION and/or EXPERIENCE

- High School Diploma or Equivalent.
- Minimum of one (1) year experience as a Cook and managing a restaurant kitchen.
- Culinary training strongly preferred
- Knowledge and ability to prepare stocks, soups, sauces, all varieties of meat including poultry, beef, and seafood.
- Must have knife and equipment skills and knowledge of hot & cold food.
- Must have knowledge of food preparation, sanitation standards, and inventory and control systems.
- Must be ServSafe Manager and/or Food Handler Certified within 120 days of employment.

SPECIAL QUALIFICATIONS

CRIMINAL BACKGROUND MINIMUM REQUIREMENTS

No person shall be eligible for employment at Menominee Casino Resort/Thunderbird complex if they have been convicted, or have a pending unresolved charge of:

- Any crime which would require compliance with the reporting requirements for sex offenders pursuant to Menominee or Wisconsin law; or
- A felony conviction of any kind in the immediately preceding two years
- A crime of any kind related to gambling in the immediately preceding two years
- A crime of any kind related to theft, fraud, or misrepresentation in the immediately preceding two years;
- A crime of any kind related to a crime of violence, or involving domestic violence, or a drug offense involving sale of drugs, or possession with intent to sell drugs during the immediately preceding 2 years.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instruction, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as addition, subtraction, and multiplication tables.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions.

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 use hands to finger, handle, or feel objects, reach with hands and arms; and talk or hear. The Employee frequently is required to stand and walk. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Frequently required to lift up to 25lbs.

Occasionally required to lift up to 50lbs.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an Employee encounters while performing the essential functions of this job. The Employee regularly works around mechanical moving parts. The noise level in the work environment is usually moderate to loud.