

## **PREP JOB DESCRIPTION**

The Pocono Environmental Education Center's dining hall is searching for seasonal prep cooks. Job can be full-time during the busy season.

Our busiest season is April-September, with some hours available at other times depending on job performance.

Pay will be \$13/hour.

- Follow the manager's prep list to plan daily work
- Label ingredients and food items and stock pantry and refrigerator shelves in an organized manner
- Properly store food items in designated containers
- Sanitize work areas and equipment, wash dishes, take out trash
- Measure seasonings, condiments, and ingredients for use in cooking
- Portion and wrap food
- Prepare ingredients for cooking
- Wash, peel, and chop fruits and vegetables
- Place food in warming trays or refrigerated storage as appropriate
- Use manual and electric equipment for food preparation
- Prepare beverages including lemonade, coffee, and tea
- Serve meals on service line
- Update manager when stock of food items or supplies are low
- Inform manager about broken or malfunctioning equipment
- Comply with food safety and sanitation guidelines

### Preferred Qualifications:

- Must be able to stand for long periods of time and lift up to 50 lbs
- Kitchen experience is a plus
- Experience with dietary restrictions is a plus

