

ShieldHOTELS

Position Title: Cook

Reports To: Director of Food and Beverage

Date Written/ Revised: 3/21/2025

Position Purpose:

Responsible for providing high-quality meals, ensuring food-safety standards, and maintaining an organized and efficient workspace.

Examples of Duties:

- Prepare and cook menu items in accordance with recipes and quality standards.
- Set up and stock workstations with necessary ingredients and cooking equipment.
- Ensure food preparation meets company and health department standards.
- Maintain a clean and organized kitchen environment.
- Assist in food prep and storage as needed.
- Work collaboratively with kitchen staff to ensure timely food service.
- Follow proper food handling, sanitation, and safety procedures.
- Adapt to changing menu items and special requests as needed.

Other:

- Regular attendance in conformance with the standards, that may be established by Shield Hotels from time to time is essential to the successful performance of this position. Employees with irregular attendance will be subject to disciplinary action, up to and including termination of employment.
- Due to the cyclical nature of the Hospitality industry, employees may be required to work varying schedules to reflect the business needs of the hotel.
- Upon employment, all employees are required to fully comply with Shield Hotels rules and regulations for the safe and efficient operation of Hotel Facilities. Employees who violate Hotel Rules and Regulations may be subject to disciplinary actions, up to and including termination of employment.

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Specific Job Knowledge, Skills, and Abilities:

- Proven experience as a Line Cook or similar role in a restaurant or hospitality setting.
- Knowledge of cooking techniques and kitchen equipment.
- Ability to work in a high-pressure, fast-paced environment.
- Strong attention to detail and commitment to food quality.
- Excellent time management and organizational skills.
- Ability to work flexible hours, including evenings, weekends, and holidays.
- Food handler's certification (or ability to obtain one).
- Physical ability to stand for long periods and lift up to 50 lbs.

Grooming Standards:

All employees must maintain a neat, clean and well-groomed appearance in line with handbook standards, as well as food and beverage health and safety standards.