



Cook

The mission of Columbia Bible College is to equip people for a life of discipleship, ministry, and leadership in service to the church and community.

Department:	Food Services
Faculty/Staff/Management:	Staff, non-management
Load/Term:	PT and/or FT
Salary:	\$17.40 to \$22.50 per hour (depending on experience)

Job Purpose

The Cook is a dependable and innovative role, working as part of the Food Services Team. The Cook is relied upon for our daily offerings from our Columbia Cafeteria kitchen, including preparing and serving meals, as well as keeping the kitchen area clean and organized. As part of the CBC Food Services Team, the Cook fully participates in living out our Core Values and furthering the Mission of CBC.

CBC Core Values

- Following Jesus Wholeheartedly
- Pursuing the Truth with Humility
- Caring for the Good of One Another
- Doing Together what Needs to be Done

Duties and Responsibilities

1. Preparing ingredients and meals in a timely manner, insuring quality and appearance of Food.
2. Operate food processing/cooking equipment.
3. Monitor food items quantity and quality.
4. Use proper food safe methods in cooking, serving, and storing food.
5. Organizing within the Kitchen, putting things into place.
6. Cleaning Kitchen work area and beyond as required.
7. Follow directions and daily task list from the Executive Chef and/or supervisors.
8. Responsible for conducting oneself in a safe manner in the work environment and to use standard safety procedures.

Qualifications

Education: Grade 12 Diploma.

Skills: Outstanding interpersonal skills in dealing with staff and students.
Skills in Line Cooking preferred.
Able to work under time constraints and keep pace in fast moving environment.

Abilities: Ability to work in a Commercial Kitchen.

Ability to communicate both written and orally.
 Ability to do physical labor when required.
 Self-Motivated.

Personal:

Warm-hearted, committed, and dedicated.
 Aspire to the Staff & Faculty Attributes.
 Agreement with and commitment to the CBC Mission Statement, BCMB or MCBC Confession of Faith, ABHE Religious Freedom & Human Sexuality Position Statement, and Responsibilities of Community Membership Statement.
 Maintain membership in good standing in a local evangelical Christian church.
 Impeccable character and reputation.
 Pleasant personality with a positive and progressive outlook amid a busy and challenging atmosphere.

Professional Certification:

Food Safe.
 Cook Level 1 or 2 (preferred).
 WHMIS (ideal).

Experience:

1-3 years of food service experience (preferred).

Working Conditions

Candidate must be willing to work flexible work hours including evenings, weekends, and holidays when necessary.

Physical Requirements

Normally requires light to medium physical activity (up to 50 lbs).

Statement of Relationships

This position is under the direct supervision of the Executive Chef.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____