

DOUBLE EAGLE HOTEL & CASINO

JOB TITLE: Prep Cook

JOB DESCRIPTION

SUMMARY: To prepare, and cook on-line food in manner which will ensure a quality appearance and taste, and to prepare meals as promptly as possible. To consistently maintain a clean and well-organized kitchen at all times. To perform all duties in compliance with safety standards, health standards and the Colorado Limited Gaming Act.

DUTIES AND RESPONSIBILITIES:

1. Within the realm of the responsibility of the job, maintains a clean and safe work environment. Performs duties in compliance with safety procedures, which includes use of safety equipment. Incumbents are responsible for following safety procedures, identifying unsafe practices or conditions and informing their supervisors or the Safety Committee of unsafe conditions, as directed.
2. Prepares, and cooks on-line, food for CUSTOMERS AND TEAM MEMBERS, in a manner which will ensure a quality appearance and taste, and prepares meals as promptly as possible.
3. Acts to consistently maintain a clean and well-organized kitchen at all times.
4. Develops, maintains and enhances positive relations with all CUSTOMERS AND TEAM MEMBERS.
5. Wears and maintains uniforms properly.
6. Alerts supervisors of any concerns regarding the quality, selection and variety of all food.
7. Complies with established security policies and procedures.
8. Receives training, technical direction and guidance from the Kitchen Supervisor.
9. Performs other duties, including special projects, as needed and directed.
10. All employees are to assist (diplomatically) in the training of new employees to ensure proper customer service.

QUALIFICATION REQUIREMENTS: Demonstrated cooking experience, preferably within a hospitality, restaurant or gaming environment. Demonstrated experience performing within specific deadlines or under pressure. Demonstrated experience problem solving, organizing and prioritizing work.

EDUCATION and/or EXPERIENCE: High School Diploma, or the equivalent in education and experience. One (1) or more years of recent and related cooking experience, preferable within a hospitality, restaurant or gaming environment.

REASONING ABILITY: Decisions are limited to within the scope of essential duties.

F&BCERTIFICATES, LICENSES, REGISTRATIONS: Food Handler's License, or equivalent, when required.

PHYSICAL DEMANDS: Essential duties involve performing physical exertion: frequent brisk walking, climbing stairs, stooping, bending, stretching, reaching, kneeling, squatting, walking and crouching/stooping, pushing and standing for and entire work

shift, with standard breaks, in order to perform duties. Essential duties may involve working in a small, confined area used to obtain food and cooking utensils, with floors which may become slippery in the process of preparing food and beverages. Essential duties require lifting trays, plates, pots, pans and other cooking utensils containing food; and lifting up to 30 pounds to stack, store or move kitchen, restaurant or general office supplies and equipment. Essential duties involve a flexible workweek with additional hours routinely required.

WORK ENVIRONMENT: Essential duties involve working in a kitchen environment, which contains loud noise, odors, and a frequently hot or cold work environment due to running ovens and refrigeration units.

MATERIALS AND EQUIPMENT USED: Equipment typical of a retail/commercial kitchen, bar and restaurant, including slicers, mixers, ovens burners, steam tables, groove grill, refrigerators, fryers, knives, spoons, forks, glasses, plates, pots and pans, pitchers, oven mitts and various cleaning supplies and materials.

BENEFITS AVAILABLE: Paid lunch break, 35% discount on employee meals, 50% discount on Ramblin' Express bus tickets, paid vacation (based on hours worked), employee share health insurance with H.S.A. option, full premium vision, dental, accident and other supplemental insurance available for full time employees after 60 days of employment.

Job description is subject to change.