

## **KITCHEN ASSISTANT – JOB DESCRIPTION**

**Responsible to: Food Service Director**

### **Position Summary:**

This position is responsible for a wide variety of duties, to include, but not limited to, food preparation and serving, meal set-up and service, and cleanup. Assist the Food Service Director when required. This position requires the individual to work a flexible schedule and maintain a positive attitude in a fast-paced environment.

### **Responsibilities:**

14. Follow the guidelines of proper food and equipment handling.
15. Understand and comply with food safety and temperature standards.
16. Assist in preparing all food items.
17. Maintain a clean, sanitary, and safe kitchen.
18. Scrub, wash and properly put away dishes, cups, utensils, pots and pans after each meal.
19. Help with setting up the Dining Hall for service.
20. Clean tables, sweep and mop dining hall.
21. Assist with weekly kitchen laundry duties.
22. Properly receive shipments and ensure that the quality of the product is up to Tel Hai standards.
23. Rotate products according to “First In, First Out” to maintain proper shelf-life standards.
24. Clean and organize the walk-in refrigerator, walk-in freezer, all prep areas, and dry storage areas.
25. Strive to learn and improve cooking skills by expanding your knowledge about food products and cooking/prepping techniques.
26. Help with clean up of dining hall, cabins, and bathrooms at the end of each week.
27. Perform any additional task as requested by Lead Cook and Head Cook.