



<b>Position</b>	<b>Banquet Cook</b>
<b>Classification</b>	<b>Full-time/Part-time, Seasonal, Non-Benefit Eligible</b>
<b>Reports to</b>	<b>Sous Chefs, Executive Chef</b>
<b>Supervises</b>	<b>None</b>
<b>Salary or Hourly</b>	<b>Hourly</b>

### **Job Summary:**

The Banquet Cook position is a working hourly position responsible for the proper preparation and execution of food items required for all banquet events, including breakfasts, luncheons, dinners and special parties according to BHYC standards. Perform cooking, carving and/or other buffet station duties as required.

### **Job Duties:**

- Collects food and beverage products and small wares required for item preparation.
- Operates food production equipment according to manufacturers' instructions.
- Carefully follows standard recipes while preparing assigned items for banquet service.
- Assists in plating food items for service.
- Notifies Banquet Chef or kitchen management in advance of expected product shortages.
- Handles leftover food items as instructed by the Banquet Chef.
- Makes sure that all items are wrapped, dated, labeled and stored properly.
- Returns soiled food preparation utensils and small wares to the proper areas.
- Cleans banquet preparation and serving equipment.
- Cleans assigned work-station areas.
- Consistently uses safe and sanitary food handling practices.
- Carves food on buffet line.
- Keeps walk-ins clean and organized.
- Attends kitchen staff meetings.
- Sets-up plating line for banquets and assists with plating duties.
- Assists with preparation of other food products in any other area of the kitchen as needed.
- Performs other duties as assigned

### **Education and/or Experience:**

- 1-2 years experience in culinary field or related areas required
- High School Diploma or in related field required
- Food Safety Certification

**Job Competencies:**

- Ability to work in a fast-paced environment
- Strong organizational skills to prioritize work activities
- Strong interpersonal skills required
- Excellent written and verbal communication skills
- Prepares menu items as needed for member or guest service.
- Follows all state and local health and food safety regulations.
- Knowledge of and ability to perform required role during emergency situations.

**Working Conditions:**

Work will generally be performed in both indoor and outdoor environments. Temperatures can range from 100+ F to 32 F, and there may be exposure to loud noises and sustained elements. Working schedule is generally 40 hours per week, with some holidays, weekends and travel required. Must have the ability to lift up to 30 lbs. as required. General standing, walking, lifting, pushing and pulling movements are required.