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# Example of Catering Cook Job Description

Our company is growing rapidly and is hiring for a catering cook. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for catering cook

* Assist with receiving orders/transport food and supplies from stockroom to kitchen
* When called upon, assist in monthly inventory of food, paper items and chemicals, which includes using Campus Dining’s menu management system
* Performs the duties of food production worker, cook assistant and cook
* Oversee the daily production of culinary staff
* Demonstrate and perform advanced culinary techniques
* Follow complex recipes and manage required food production for recipes
* Creates and follows daily production sheet for menus
* Report in writing the quantities of food items prepared, served and leftovers on the daily production sheet
* Monitor and participate in the cleaning of the cooking area and equipment
* When called upon, assist in taking monthly inventory of food, paper items and chemicals

## Qualifications for catering cook

* Must be able to obtain Food Handlers card within 30 days of employment
* Must be able to multitask catering functions
* Must be skillful in garnishing foods
* Prepare a wide variety of recipes in large volume
* Maintain strong working relationships
* Must have at least 3 years experience in working in a high volume kitchen or equivalent schooling