

**YAKAMA NATION HUMAN RESOURCES
JOB ANNOUNCEMENT**



Announcement # 2014-051 **Issue Date:** 04-11-14 **Closing Date:** 04-24-14

Cook On-Call/Relief
Correctional Facility
Department of Public Safety
Hourly Wage: \$13.87/Part-Time/Regular

Incumbent is responsible for the food service operation at the Yakama Nation Correctional facility. Plans daily menus and prepares meals for inmates. Supervises kitchen aides and assigned trustees. Maintains records and logs relative to kitchen operations. Ensures sanitation standards are maintained.

Knowledge, Skills and Abilities:

- Knowledge of techniques and equipment used in preparation, cooking, and serving of food items.
- Knowledge of basic procurement principles and procedures.
- Knowledge of basic math.
- Knowledge of modern methods, materials, and equipment involved in food preparation and service.
- Knowledge of health and safety principles and practices used involved in food preparation and service.
- Knowledge in general of maintaining an inventory, records, logs on food, service, supplies, and equipment.
- Knowledge of basic food values and nutrition.
- Skill in handling and preparing food utilizing healthy and safe techniques.
- Skill in the operation of all kitchen equipment.
- Skill in menu planning.
- Skill to work as a team member.
- Ability to work independently and productively with minimal supervision.
- Ability to work a rotating schedule when necessary.
- Ability to keep abreast of food costs, maintain a budget, and be a thrifty shopper while ensuring adequate supplies are kept on hand.

General Recruiting Indicators:

- Requires a high school diploma or equivalent AND 3-years work experience in a comparable position OR, a combination of work experience and training which demonstrates ability to perform duties of this position.
- Must possess a valid WA State Drivers License with ability to obtain a tribal driver's permit.
- Required to successfully pass a criminal background check.
- Requires to successfully complete mandatory training for Food Service Certification within 6-months of hire.
- Must possess a current Food Handlers Card.
- Must possess and maintain a current first aid/CPR card.
- Required to wear a department uniform.
- Required to take an annual physical to certify physical fitness.
- Required to pass a pre-employment drug and alcohol test.

Special Requirements

- Must be willing to work irregular hours, overtime, weekends, and holidays.
- Must be willing to attend and successfully complete mandatory training.
- Required to sign a code of conduct and understand sanctions for misconduct.