



## **PREP COOK/PARTY COOK**

*Part Time - Hourly*

The prep cook/party cook role is to produce the highest quality food adhering to the Chowgirls recipes and standards. Responsibility includes maintaining cleanliness, organization, and has knowledge of food flow through the kitchen and at events. The prep cook position report to the Sous Chef and the party cook will report to the Even Manager.

### **JOB DUTIES AS PREP COOK:**

- Ensure MN health department food safety standards in food prep, storage, and transport.
- Work with the chefs to maintain the taste and quality of Chowgirls Menu
- Maintain Chowgirls sustainability standards.
- Assist in cleaning and maintaining kitchen facilities.
- React to change and adversity, positively and proactively.
- Appropriately operate all equipment as required.
- Ensure that all food preparation is completed in a timely manner.
- Must be able to work on your feet for at least 8 hours and able to lift at least 50 pounds.

### **JOB DUTIES AS PARTY COOK**

- The Party Cook's main responsibility is to oversee all food preparation and safety.
- Maintain a well-rounded knowledge of our seasonal and staple menu items.
- Have knowledge of ingredient lists, especially regarding dietary and allergen information
- Expo, pack, and account for all food in an organized and safe manner, while applying Food Safety practices and standards, to maintain Chowgirl's food quality and expectations throughout the duration of the event.
- Prepare, plate, and present all food in compliance with the client's expectations and needs, maintaining Chowgirls aesthetic.
- Fulfill additional pre-event and post-event needs that may be requested by the Event Manager and/or the Hospitality Team
- Provide specific event feedback to Executive Chef and Chef de Cuisine by filing out the Party Cook section on the event review.
- Demonstrate a willingness to be flexible. Must adjust to Chowgirls event staffing/ scheduling needs, on a week-to-week basis.

**Schedule expectations:**

- This job requires scheduling flexibility that aligns with the seasonal event schedule with a larger amount of availability through the months of May, June, July, August, September, October, November, and December. Willingness to work long hours, irregular shifts, weekends, and holidays.

**CODE OF CONDUCT**

- Present a professional positive attitude among coworkers, vendors and with clients.
- Always promote Chowgirls in a positive light at work, on social media, and in the community
- Maintain general knowledge of Chowgirls history, values and vision.

**HUMAN RESOURCES**

- Maintain employee privacy at all times.
- Be aware of MN employment laws.
- Keep all Chowgirls information confidential, including internal documents, policies, procedures recipes, and customer/staff/venue/vendor information.
- General knowledge of Chowgirls handbook, history, values, and vision
- Always promote Chowgirls in a positive light at the office, on social media, and in the community

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*Employee Signature* *Date*

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*Manager Signature* *Date*