

<b>MONTGOMERY COUNTY CLASSIFICATION SPECIFICATION:</b> 9/12/96	<b>CLASS TITLE:</b> COOK I	<b>CODE:</b> 42351
	<b>MAJOR AGENCIES:</b> STILLWATER CENTER, COUNTY HOME	<b>PAGE</b> <u>1</u> <b>OF</b> <u>1</u>

**CLASS CONCEPT:**

Developmental level class in the food service and preparation occupation requiring working knowledge of cooking, baking, and serving food for a large number of people; under general supervision, prepares and serves nutritious meals based on standard menu; cleans work area, equipment and utensils; stores food.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	50-75	Follows standard menu and recipes substituting left-over foods when possible; operates standard kitchen equipment to cook foods; mixes salads and makes desserts, dressings, and breads; prepares hot and cold beverages; slices meat and cheese; makes sandwiches, soups, and casseroles; assembles fruit plates and relish trays; cleans and cuts vegetables and meats before cooking and mixing; may plan cooking schedules to ensure timely service.	<u>Knowledge of 10</u> (safety practices)*; <u>Skill in 29</u> (equipment operation--use of kitchen equipment)*; <u>Ability to 30e</u> (carry out instructions in written, oral or picture form), 31c (add, subtract, multiply & divide whole numbers), 32g (read simple sentences with common vocabulary), 34c (cooperate with co-workers on group projects), 35c (demonstrate strength to lift up to 50 lbs.), 35d (demonstrate dexterity (to use hands and/or feet skillfully)).
2	4-14	Sets up food lines; portions food on serving lines; sets up trays and carts; packs food for delivery to dining areas and storage.	<u>Knowledge of 10</u> *; <u>Ability to 30e, 35c</u> .
3	10-25	Cleans and/or directs cleaning of work area, equipment and utensils; prepares food for next days meals; may secure food and storage area.	<u>Knowledge of 10</u> *; <u>Skill in 29</u> *; <u>Ability to 30e, 35c, 35d</u> .
4	0-20	Performs related duties; may receive, inspect and store supplies; may keep necessary administrative records of inventory and census count; may assist residents, patients.  (Performs Related Duties As Required)	<u>Knowledge of 10</u> ; <u>Ability to 30b</u> (recognize unusual or threatening conditions & take appropriate action), 30e, 31c, 32g, 34h (develop good rapport with patients), 35c, 35d.  (*Developed After Employment)

<b>UNUSUAL WORKING CONDITIONS:</b> Exposed to hot ovens and sharp utensils; may work early or rotating shifts; may be exposed to dangerous patients and/or infectious diseases.	<b>MINIMUM CLASS REQUIREMENTS:</b> (Including License, If Any)  Equivalent to high school diploma plus six (6) months related experience.  (Other Evidences May Be Substituted)	<b>TRAINING &amp; DEVELOPMENT:</b>
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