Date: 3/20/14

Housing Lead Cook, UAS1398

UAS Food Service/Housing Meal Plan

Salary Range: $14.00 - $18.00/Hourly

Work Schedule: Full-time. Hours to be determined. Non-exempt classification. This position is eligible for benefits.

Essential Functions: Oversees daily production for CSULA Dining Commons student meal plan.

Essential Duties and Responsibilities

Include the following:

40% - Direction of oversight of all food production personnel in the UAS housing kitchen.

10% - Prepare daily orders from authorized UAS vendors.

10% - Receives and stocks daily inventory.

3% - Prepares weekly schedule for kitchen and front house staff.

10% - Ensures timely preparation for all meals prepared for students on meal plan.

5% - Willingness to prepare special dishes for guests with food allergies or intolerances.

5% - Prepares all food as directed in a sanitary and timely manner.

5% - Able to clean and cut all types of meat and produce used in kitchen production.

5% - Observes methods of food preparation and cooking, sizes of portions, and garnishing of foods by tasting and smelling them.

5% - Follows recipes and portion controls as specified by the Executive Chef.

2% - Has understanding and knowledge to use all kitchen equipment properly.

Other duties as assigned.
Requirements: Must possess High School diploma or GED equivalent with 3 years of full-time restaurant or catering experience. Have ability to: read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals; write routine reports and correspondence; and speak effectively before groups of customers or employees of organization.

Review of applications/resumes will begin March 28, 2014 and will continue until the position is filled; however, the position may close when an adequate number of qualified applications are received. A completed UAS employment application is required: http://www.calstatela.edu/univ/uas/hrmformtemp.php

You may apply to: uashr@cslanet.calstatela.edu or mail to: Cal State LA University Auxiliary Services Inc., 5151 State University Drive, GE 310, Los Angeles, CA 90032-8534.

UAS hires only those individuals lawfully authorized to work in the United States. Americans with Disabilities (ADA) requested accommodations should be made in advance to the UAS Human Resources Department. UAS is an Affirmative Action/Equal Opportunity Employer.