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**LAC VIEUX DESERT BAND OF LAKE SUPERIOR CHIPPEWA INDIANS**

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**HUMAN RESOURCES**  
P.O. Box 129, N5384 US 45 Watersmeet, MI 49969  
Phone: 906-358-4226 Fax: 906-358-4913

**JOB DESCRIPTION**

**POSTED: JULY 3, 2017 DEADLINE: UNTIL FILLED**

**POSITION:** Cook 1

**DEPARTMENT:** Food and Beverage

**LOCATION:** Resort

**SUPERVISOR:** Sous Chef

**EMPLOMENT:** Full-Time/Part-Time

**PAY RATE:** Pay Grade 8 (\$11.00 - \$14.59 per/hr. D.O.E.)

**DESCRIPTION:**

Safely prepares food items, following menu specifications and standard recipes, for service to guests. Must strive for perfect picture presentation at all time whether it's a plate up, banquet, buffet or any other food related offering.

**RESPONSIBILITIES:**

- Provide excellent Guest Service to guests, internal and external through active guest engagement and positive attitude.
- Always conducts oneself in a manner that reflects a positive and professional image.
- Communicate effectively both verbally and in writing to provide clear direction to the team members. Assign and instruct team members in details of work. Observe performance and encourage improvement. Monitor level of work load and make staffing adjustments accordingly.
- Provide excellent Guest Service to guests, internal and external through active guest engagement and positive attitude.
- Prepare and cook, a variety of meats, seafood, poultry, vegetables and other food items in broilers, ovens, grills, fryers and a variety of other kitchen equipment according to restaurants standardized recipes.
- Assumes 100% responsibility for quality of products served.

- Fill in for the Sous Chef, Chef De Cuisine in the absence of their presence.
- Know and comply consistently with our standard portion sizes, cooking methods, quality standards and kitchen policies and procedures.
- Stocks and maintains sufficient levels of food based on business volumes, menu mix and offerings.
- Portions food products prior to cooking according to standard portion sizes and recipe specifications.
- Be able to create compound sauces and derivatives of the mother sauces.
- Maintains a clean and sanitary work station area including tables, shelves, grills, broilers, fryers, pasta cookers, sauté burners, convection oven, flat top range and refrigeration equipment.
- Prepare and cook items to include broiling, grilling, frying, sautéing or other cooking methods by portioning, battering, breading, seasoning and/or marinating.
- Follows proper plate presentation and garnish set up for all dishes.
- Handles, stores and rotates all products properly to property specifics.
- Must have the ability to understand all aspects of paper work along with the understanding of computers.
- Closes the kitchen properly and follows the closing checklist for kitchen stations. Assists others in closing the kitchen.
- Attends all scheduled employee meetings and brings suggestions for improvement.
- Performs other related duties as assigned by the Sous Chef or Chef de Cuisine or leadership.
- Must be able to communicate clearly and effectively.
- Must have exceptional hygiene and grooming habits
- Be able to reach, bend, stoop and frequently lift up to 40 pounds.
- Be able to work in a standing position for long periods of time
- Due to the dynamic Casino Environment from time to time, we require employees to be flexible and assume other responsibilities assigned by management.

#### **MINIMUM QUALIFICATIONS:**

- High School Diploma or GED equivalent
- Ability to be ServSafe certified within the first 90 days of employment
- Must pass background checks and other pre-employment screenings.
- Must be able to receive and maintain a Gaming License.

#### **PREFERRED QUALIFICATIONS:**

- A minimum of 2 years of experience in kitchen preparation and cooking.
- At least 6 months' experience in a similar capacity.

*The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.*

**OUR MISSION**

Our Mission is to provide an exceptional and memorable experience to every Guest, every time. Each Team Member will demonstrate a high level of professionalism, provide a safe, clean and entertaining experience for all Guests, internal and external.

Integrity, Service, Professionalism, Value. This is our **PROMISE**.

**Date Approved by the Tribal Council: February 21, 2017**