

Job Title: Cook

Department: Food Service

Reports to: Kitchen Supervisor / Food Services Manager

Capon Springs and Farms is looking for skilled cooks to prepare delicious meals by following company menu and food specifications to produce a consistent product that meets or exceeds guests' expectations in a timely manner. Our food is one of the highlights for many of our guests who enjoy an all-you-can-eat experience served family or buffet style. The ability to move quickly and accurately are a must for this busy resort kitchen. This position will play a key role in contributing to our guests' satisfaction and promoting Capon's core values.

Capon Springs and Farms proudly offers a rich history, steeped in tradition and a commitment to our guests and co-workers. We invite you to learn more about our culture and company at www.caponsprings.net.

Key Areas of Responsibility:

- Prepares and cooks all main dishes served in a 250-guest capacity dining room and Sunset Hill Lodge Pavilion.
- Prepares a variety of foods such as meats and vegetables, according to established menus, standard recipes, and portions in appropriate quantities.
- Cooks meals in accordance with special dietary or nutritional restrictions as requested.
- Monitors and records food temperatures to ensure food safety.
- Cleans, cuts, and cooks all meat, fish, or poultry to prepare for cooking.
- Weights and measures ingredients.
- Stirs and strains soups and sauces.
- Portions and distributes food to wait staff for service to guests.
- Rotates and stores food supplies. Stores food in designated containers and storage areas to prevent spoilage.
- Cleans and inspects kitchen equipment, appliances, and work areas to ensure cleanliness and functional operation.
- Notifies supervisor of issues with kitchen equipment.
- Other duties as assigned by supervisor/manager. Must be willing to work in other areas of the food service department as needed.

Education:

- High School diploma or equivalent preferred.

Experience:

- One year of experience as a cook or related position in a large-scale operation.

Training:

- Vocational degree in a culinary or related field is a plus.
- State Food Safety Certification for West Virginia.

Knowledge and Characteristics:

- Ability to follow recipes and determine ingredients and quantity needed.
- Knowledge of kitchen sanitation and safety regulations.
- Ability to operate a variety of kitchen equipment and appliances.
- Ability to maintain professional, courteous working relationships with co-workers and department managers.

Terms of Employment:

Full or part time seasonal position from early April through early November. Must be able to work a flexible schedule based on department and company needs including weekends, evenings, and holidays, with possible overtime during peak season. Must be able to lift up to 30 lbs. and move in full range of motion. Starting pay is based on experience and education.

This job description is not intended to and does not create a contract or offer of employment. If hired, employment will be on an at-will basis and can be terminated by either party.

Rev. 02/2023