

Hideaway Beach Association



Line Cook Job Description

- I. Position**
Line Cook
- II. Department**
Food and Beverage- BOH
- III. Reports to**
Clubhouse Manager, Executive Chef, Chef de Cuisine, Banquet Chef and Culinary Supervisors
- IV. Supervises**
No supervisory duties are associated with this position
- V. FLSA Status**
Non-exempt
- VI. Essential Functions**
This position is responsible for the production of all plated meals.
- VII. Job Tasks (Duties)**
 - 1. Prepares all required items.
 - 2. Sets up service units with needed items.
 - 3. Serves items in accordance with established portions and presentation standards.
 - 4. Notifies Sous Chef of expected shortages.
 - 5. Ensures that assigned work areas and equipment are clean and sanitary.
 - 6. Assists the Sous Chef in maintaining security and safety in the kitchen.
 - 7. Maintains neat professional appearance and observes personal cleanliness rules.
 - 8. Sets up, maintains and breaks down prep cook station.
 - 9. Requisitions items needed to produce menu items.
 - 10. Adheres to state and local health and safety regulations.
 - 11. Covers, dates and neatly stores all leftover products that are re-usable.
 - 12. Maintains the highest sanitary standards.
 - 13. Maintains ServSafe certification.
 - 14. Assists with other duties as assigned by Sous Chef.
 - 15. Performs other duties as directed by Sous Chef and Executive Chef.
 - 16. Adheres to all policies and procedures, memos and oral instructions.
- VIII. Work Environment**
This job operates in a kitchen and may be working in close proximity to co-workers. The noise level in the work environment can be loud and temperature may be hot.
- IX. Physical Demands**
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Walk and stand during entire shift, continuously reach, bend, lift, carry, stoop and wipe. Remain stationary for long periods of time. Frequently wash hands, be able to lift up to 35 pounds, manipulate fingers, hands and arms.

Hideaway Beach Club is an EOE and offers a Drug-Free work environment.

Last Updated 10/2017