

**Position Announcement  
Dining Services, Cook (grade 7)  
August 18, 2010**

The Cook is responsible to the Dining Services supervisors for preparing and serving food and for cleaning food serving equipment and kitchen. The position is approximately three-quarter time and includes full benefits. Hours are variable as needed (typically between 5:30 am and 7:30 pm, including rotating weekends) and primarily full-time from September through May; may include some summer hours.

Principal Duties and Responsibilities:

- 1) Prepare food from menus, recipes, and as instructed by supervisor. (33%)
- 2) Operate food service equipment. (16%)
- 3) Label and date specified products on salad bar, deli bar and produce coolers. (15%)
- 4) Clean and sanitize food production area. (16%)
- 5) Maintain, organize and sanitize work areas. (7%)
- 6) Wash dishes, equipment, and all work areas. (7%)
- 7) Remove garbage. (4%)
- 8) Direct student employees. (1%)
- 9) Load washing machines and dryers. (1%)
- 10) Perform other related duties as assigned.

Supervision:

Definite objectives are set up for the employee by the supervisor, requiring the use of a wide range of procedures. The employee plans and arranges his/her own work and refers unusual cases to the supervisor.

Minimum Qualifications:

Requires basic math and communication skills, 9 months of effective experience, ability to lift 50 lbs. and to work effectively with students, faculty and staff.

Physical Abilities:

Position requires standing for 8 hours and moving for a majority of time. Lifting up to 50 lbs., pinching, hand/wrist position and endurance are moderate requirements of the position. Good vision is needed to read recipes and observe work area. It can get noisy in the work environment due to the equipment, garbage disposals, etc.; work pace is determined by equipment use and speed, and service deadlines. Working with others is an essential function of this position.

Applications are available on our website at [www.wartburg.edu/hr](http://www.wartburg.edu/hr), in the Human Resources office at Wartburg College in Luther Hall 203, or by calling Human Resources at 319/352-8521.

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