



## Role Description

**Job Title:** Line Cook

**Department:** Kitchen

**Reports To:** Executive Chef

**Full Time**

**Part Time**

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San Jose Country Club is a private gathering place for our families and guests who cherish and share high quality lifestyle standards. We are a Country Club inspired by our rich tradition, and are committed to delivering impeccable personalized service and offering excellent facilities and innovative programs which support our members' interest in golf, tennis, fitness, dining, social and other family activities.

**Summary of Job:** Prepare food in accordance with Club recipes and standards.

### Essential Duties and Accountabilities:

- Prepares all required items;
- Sets up service units with needed items;
- Prepares all menu items in accordance with established portions and presentation standards;
- Notifies Executive Chef or Sous Chef of expected shortages;
- Ensures that assigned work areas and equipment are clean and sanitary;
- Assists the Sous Chef in maintaining security and safety in the kitchen;
- Maintains neat professional appearance and observes personal cleanliness at all times;
- Sets up, maintains and breaks down cook station;
- Requisitions items needed to produce menu items;
- Adheres to state and local health and safety regulations;
- Covers, dates and neatly stores all leftover products that are re-usable;
- Maintains the highest sanitary standards;
- Assists with other duties as assigned by Executive Chef or Sous Chef.

### Special Requirements (if any):

- Minimum 1 year experience as a kitchen line cook;
- Must have experience working in high volume kitchen;
- Ability to stand for extended periods of time; ability to bend, reach, and stretch;
- May be required to lift up to 50 pounds;
- High standards of integrity and reliability;
- Successful completion of drug testing;
- U.S. citizen or valid work visa or passport.



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**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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to stand for long periods of time, sit; walk; tolerate repetitive motions of hands, wrists and fingers; use hands to finger, handle, or feel; reach with hands and arms; talk; hear; visual acuity requirements including color, depth perception, and field of vision; **Work in high heat conditions around broilers, grills, ovens, stovetop ranges, flat tops, fryers, pizza ovens all that could reach temperatures of 1500 degrees or higher. Work with sharp objects such as knives, mandolins, meat slicers and all types of machinery used in food preparation.** Light work: Exerting up to 50 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

**Cognitive Demands:** The cognitive demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

On-going attention, despite distractions of environment and workload; Ability to regularly trouble shoot and problem solve; maintain positive demeanor and functionality at all times despite stress of position; ability to multi-task and prioritize; ability to perform essential functions and maintain productivity under moderate stress on a regular basis and high stress on a periodic basis; ability to maintain professionalism despite negative customer/employee encounters; ability to understand and clearly communicate (verbal and written) in English; ability to learn; ability to follow instructions, listen to and comprehend direction.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

The noise level in the work environment is usually moderate. **The work environment can be harsh at times with high heat or extreme cold situations. I.e.. Cooking, prepping or executing tasks on the cooks line or in banquet area or having to move in and out of coolers and freezers.**

**Supervisory Responsibilities:** None.