

<b>Job Position:</b>	<b>Line and Short Order Cook - Kitchen Staff</b>
<b>Location:</b>	<b>Tally's Dockside &amp; CG Hooks BBQ</b>
<b>Reports To:</b>	<b>Management</b>
<b>Employees Supervised:</b>	<b>No</b>
<b>FLSA Classification:</b>	<b>Non-Exempt</b>
<b>Benefits Eligible:</b>	<b>No</b>

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### **Position Summary:**

Representing Tally's Dockside & CG Hooks BBQ, Line and short order cook - kitchen staff as a team leads in the key role to prepare, plate, and maintain hot, fresh, delicious food for our patrons in a safe and sanitary work environment. You will make sure the company is represented correctly and that the company's standards and qualities are upheld.

### **Position Duties / Essential Job Functions:**

1. Understands the company menu and business philosophy.
2. Follows food safety principles.
3. Follows opening and closing procedures set by the company.
4. Participates in the daily food preparation and daily smoking in the kitchen
5. Follows the designated guidelines for food preparation, and food line preparation and procedures outlined by the company.
6. Follow the designated recipes as outlined by the company.
7. Knowledgeable on food quantities needed for the day and week as outlined by the company.
8. Understands all inventory food items and supplies needed to maintain the daily food preparation.
9. Participates in the timely stocking of inventory food and supplies delivered and to insure proper and concise designated placement and storage; dry storage, refrigeration storage, freezer storage, back room storage, smoker room storage.
10. Assists in the preparation of daily house made food; adhering to recipe book standards
11. Assists in the smoker kitchen - loading, unloading of smoked food, wrapping, storing in appropriate areas while following food safety principles.
12. Sets up the food plating line for efficient flow, controls the temperature settings, monitors and records the temperature of the food throughout the shift, stocks food as needed to maintain inventory adhering to food consistency and quality standards.
13. As orders come in, responsible for complete food plating order in a timely standard set by the company, and complies with established portion sizes for quality and consistency company standards. Monitors food for freshness and safety
14. Prepares multiple orders at once and gets them out as fast as possible.
15. Follows procedures in all food assembly stations.
16. Ensures the visual accuracy of plate presentation

17. Responsible for maintaining a sanitary kitchen and work station areas. Ensures all food assembly stations are cleaned, wiped down, swept at all times during the shift.
18. Properly stores perishable items.
19. Knowledgeable on the use and operation on all industrial cooking apparatus, prep and cooking equipment.
20. Responsible for performing shift closing duties before leaving.

**Qualifications:**

- Proficient reading and math skills required
- Serve Safe Certification required to be completed within 2 weeks of hire.
- Previous experience preferred
- Proven ability to use senses of taste and smell for quality assurance
- Like to work in the Food Service Industry

**Personal Attributes Required:**

- Positive attitude; maintains a high level of self-motivation
- Ability to work on teams
- Courteous and professional customer service skills
- Excellent hand-eye coordination
- Ability to handle stress and fast paced environment; handle priorities and attention to detail especially under periods of high stress and demands
- Clear and timely communication skills; ability to work with a diverse group of employees and customers
- Ability to handle challenging customers in a professional manner

**Essential Physical / Mental Requirements:**

- This job operates in a kitchen environment subject to a high level of physical demands and prolonged periods around hot cooking elements.
- Must be able to lift up to 50 pounds, must be able to walk, reach, and lift ongoing throughout each shift.
- Must be able to stand for long periods at a time without rest.
- Must be able to work in outdoor environments and handle exposure to variations in weather and conditions.

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this position. This job description does not state or imply that the above are the only duties and responsibilities assigned to this position. Employees holding this position will be required to perform any other job-related duties as requested by the Company. All requirements are subject to modification at any time for any reason at the Company's sole discretion.

Revised: [date]

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Employee Signature

Date