NEW AUG 0 2 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Cook 1	CODE: 42351C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: Cnty., Univ.

FUNCTION:

Under general supervision from food service manager, cooks food in production quantities;

PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	67-87	Operates standard kitchen equipment to cook foods, mixes salads & makes desserts, dressings & breads, prepares hot & cold beverages & special menu foods, slices meat & cheese & makes sandwiches, assembles fruit plates & relish trays, cleans & cuts vegetables & meats before cooking & mixing.	Knowledge of (1) safety practices*; skill in (2) operation of kitchen equipment; ability to (3) understand system of procedures, (4) add, subtract, multiply & divide whole numbers, (5) lift up to 50 pounds.
2	4-14	Sets up food lines; portions food on serving lines; sets up trays & carts; packs food for delivery to dining areas & storage.	Knowledge of 1*; skill in 2; ability to 3, 5.
3	9-19	Cleans work area, equipment & utensils.	Knowledge of 1*; skill in 2; ability to 3, 5.

(261)

123: 1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS: Exposed to hot ovens & sharp utensils; may work early or rotating shifts; may be exposed to dangerous patients &/or infectious diseases.

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)* Ability to add, subtract, multiply & divide whole numbers & to read & write simple sentences plus: 3 courses in food preparation, sanitation & storage (or 3 mos. exp. cooking in institutional, school or restaurant setting); 1 course in food service equipment (or 1 mo. exp.); or equivalent.

TRAINING & DEVELOPMENT:

FORM ADM-4134

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