

**COUNTY OF ORANGE  
MUNICIPAL/SCHOOL  
JOB CLASSIFICATION SPECIFICATION**

**CLASS TITLE:** ASSISTANT COOK

**TITLE #:** 1048

**DISTINGUISHING FEATURES OF THE CLASS:** This is routine work involving responsibility for assistance in meal preparation and cooking of a variety of foods, with limited responsibility for the preparation of specified items. The work is performed under the direct supervision of a senior Cook. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Assists in the preparation and cooking of a variety of food items;

Assists in the cutting, cleaning and dressing of meats, fish and poultry;

Prepares vegetables, soups, salads and desserts;

Backs up food serving line;

Cleans utensils, equipment and general work area;

May be required to act as the senior Cook in his/her absence;

May be responsible for proper storage and security of accountable food items and/or kitchen equipment;

May be required to maintain simple inventory records/documents;

May be responsible for receiving and/or storing supplies.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Working knowledge of large scale food preparation and cooking techniques; working knowledge of kitchen utensils and equipment; working knowledge of food sanitation procedures; skill in the preparation and cooking of food; ability to understand and follow written and oral instructions; ability to keep simple records and make reports; ability to work under adverse conditions; cleanliness; dependability; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Six (6) months experience in the preparation and/or cooking of food items.

**JURISDICTIONAL CLASSIFICATION:** Non-competitive among School Districts.

ADOPTED: Unknown

REVISED: 12/29/75

REVISED: 3/10/83

REVISED: 8/27/01 ms