

January 2015

POSITION ANNOUNCEMENT

LIVING LAKE'S HERITAGE

Kitchen Crew Member

Living Lake's Heritage, Inc. is seeking to fill an hourly part-time position to join our kitchen crew. Weekly hours will range from 10-20 and will depend on production needs of clients. There is a potential for expanded hours in the future. This position reports to the Executive Director of the Farm Market Kitchen. No benefits are included in this position.

General Duties

Kitchen Operations and Maintenance.

- Operation and management of all equipment, facility, utility and general kitchen use
- Adherence to all city, state and federal requirements for commercial kitchen facilities
- Prepare, cook and present food quickly and efficiently, meeting our standards
- Assist in keeping the kitchen clean, hygienic and tidy, at all times
- Work safely around kitchen equipment and report any maintenance issues to the manager
- Complete all appropriate documentation of work processes
- Always adhere to organization policies and procedures
- Be involved and contribute at team meetings
- Carry out instructions given by the management

Qualifications:

The ideal candidate needs to meet the following requirements:

- Ability to obtain certifications including SafeServ
- Experience and interest in food preparation and service
- Highly organized with excellent time and space management skills
- Good people and conflict resolution skills
- Must be able to work some non-traditional hours including evenings and weekends.
- Ability to work with a variety of clients including non-traditional and minority.
- A basic background check will be included in the screening process.

Physical Qualifications:

- Be able to lift 25 lbs.
- Requires ability to walk, bend, stand for extended periods of time, and go up and down stairs.

To Apply:

Send a cover letter, resume, and a list of three references (to include at least one prior supervisor) to:

Algoma Farm Market Kitchen
520 Parkway Street
Algoma, WI 54201