



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton McK. Connard SPHR
Director

Title: ASSISTANT COOK, Non-Competitive
Location: Monroe Community Hospital - Dietary
Salary: \$22,612 - \$29,153 annually
Hours: 40 per week, including weekends and holidays

Job Summary: This is an entry level cooking position involving responsibility for assisting in the preparation of hot and cold food items to serve students, faculty, patients, and patrons in an institutional cafeteria or in hospital rooms. Employees work closely with the Cook in preparing the main entree and operate those pieces of kitchen equipment requiring careful attention to safety practices and precautions. When assigned to an institutional setting, the Assistant Cook works under direct supervision of a Cook, Supervising Cook, or Dietitian. The Assistant Cook assumes the duties and responsibilities of the Cook during absences. The Assistant Cook may assign tasks to food service employees. Does related work as required.

Minimum Qualifications: EITHER

- (A) Successful completion of a recognized certificate program in Food Service Administration specifically dealing in Food Production rather than Management; OR,
- (B) One (1) year paid full-time or its part-time equivalent experience in food preparation on a large scale for a cafeteria, restaurant, hotel, or institution, other than short order or fast food.

NOTE:

Applicants qualifying under option (A) must submit a copy of a certificate or diploma in support of satisfactory program completion.

SPECIAL REQUIREMENTS:

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

Send Applications to:	Human Resources Department Monroe Community Hospital 435 East Henrietta Road Rochester, New York 14620
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Posting Date: December 22, 2011

Posting Deadline: January 2, 2012