

Position Title: Cookie Kitchen Attendant – Temporary/Part-time

Position Location: Rosewoods

Reports To: Home & Crafts/Cookie Kitchen Superintendent

Pay: \$7.50/hour

General Purpose:

Work in cookie area doing various jobs to include cleaning, baking and selling. Responsible for ensuring a safe, clean working environment.

Job Responsibilities:

- Work in kitchen area cleaning equipment/utensils and baking cookies.
- Greet guests and sell milk and cookies.
- Ensure milk and cookie dough are kept at appropriate temperature.
- Operate ovens, bake and package cookies for selling.
- Ensure only authorized individuals have access to kitchen area.
- Lift/carry cookies, milk, baking sheets and supplies.
- Clean all cooking utensils, baking sheets, ovens, etc.
- Review and follow printed safety materials and safety training. You are expected to immediately report to your supervisor any safety concerns.
- Review your timecard regularly and report errors to your supervisor immediately.
- Follow dress code (page 24 of the employee handbook), remembering that flip-flops or open toed shoes are not permitted on any staff member during the fair.
- You are expected to report to work on time at the scheduled start of work shift. Reporting to work on time means you are ready to start work, not just arriving at your scheduled start time.

Skills Needed:

- Basic math skills. Ability to sell and make change
- Computer skills using iPad for selling cookies/milk.

- Must be 18 years of age or older to work in the kitchen area or handle any baking/cleaning processes. If 16-17 years of age may work selling.
- Excellent customer service and communication, work well with others.
- Work safely in kitchen area in various temperatures.
- Understand importance of health and hygiene. Maintain neat appearance.
- Work in a fast-paced environment.
- Basic knowledge of cooking equipment.
- Knowledge of food/beverage ordering and storage.
- Knowledge of food safety regulations.

How many pounds must you be able to lift?

40 lbs

How much time are you standing each day?

Typically, this position requires standing except when on a scheduled break.

Tentative Work Schedule/Dates:

Work schedules vary by position and day of the week. Please get an exact schedule from your supervisor or human resources.

Note: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change, or new ones may be assigned at any time with or without notice.