

Please Post Conspicuously

OTSEGO COUNTY HAS THE FOLLOWING VACANCY:

**COUNTY JAIL**  
***Weekend Cook***  
***(Part-Time)***  
**\$13.7938/hr.**

**LAST DAY FOR FILING: February 10, 2012**

**DATED: January 23, 2012**

**EOE**

**DISTINGUISHING FEATURES OF THE CLASS:** This is routine work involving responsibility for the efficient, economic and palatable cooking of a wide variety of foods. Employees in this class usually work under direct supervision. Supervision may be exercised over the work of food service helpers.

**TYPICAL WORK ACTIVITIES:**

- Prepares foods using approved scientific methods of preparation and quantity recipes;
- Cleans areas used in food preparation;
- Stores foods and supplies;
- Assists in the serving of meals;
- Prepares soups and broths;
- Cooks meats and vegetables;
- Makes salads, sandwiches, desserts, and a variety of other foods;
- May perform cash register duties, as needed;
- Performs a variety of other cooking or cleaning duties;
- May require the use of a PC or other equipment with an alphanumeric keyboard on an as-needed basis;
- May assist in incidental cleaning and laundry, distributing meals, resident feeding, and resident transportation, as needed.
- May include weekend hours and fill-in during the week

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Good knowledge of the modern methods of large scale cooking and baking; good knowledge of the use and care of kitchen equipment and utensils; good knowledge of cleaning materials and sanitation procedures; ability to plan work efficiently for the economic use of food supplies and equipment; ability to follow oral and written instructions and to use quantity recipes; good physical condition.

**ACCEPTABLE TRAINING AND EXPERIENCE:** One year of satisfactory experience in large scale food preparation and graduation from a standard grade school preferably supplemented by special training courses for cooks; or any equivalent combination of experience and training sufficient to indicate ability to do the work.

4/1/76

Rev. 3/14/00

CLASSIFICATION: Non-Competitive

Applications available at the Otsego County Personnel/Human Resources Office, 183 Main Street, Cooperstown, NY 13326 or online at [www.otsegocountyemployment.com](http://www.otsegocountyemployment.com)