

**JOB TITLE:** Line Cook

**LOCATION:** Alexandria, VA

**REPORTS TO:** Kitchen Manager

**FLSA POSITION TYPE:** Part Time/Full Time

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Presents him/herself professionally, e.g. clean uniform, well groomed
- Maintains up to date knowledge of recipes, procedures and plating for all menu, special and promo items for which he/she is responsible
- Prepares food items to recipe or special order
- Meets timing standards
- Coordinates orders with others, assists coworkers as needed
- Works cooperatively with front of house staff to respond to guest needs
- Ensures his/her areas of responsibility are well stocked and guest ready
- Maintains high standards of cleanliness, safety and food safety throughout the shift
- As required: stock taking, cleaning, opening and closing tasks; and any other duties designated by the management team or Kitchen Leader.

**QUALIFICATIONS:**

- Good communication skills
- Previous experience with food preparation, pans and deep frying
- Able to accurately read and communicate orders
- Well organized, shows a sense of urgency; able to track multiple orders and multi task
- Works well under pressure
- Team player, works productively with others
- Understanding of food safe practices

**IMPORTANT SKILLS AND ABILITIES:**

- Positive outlook and attitude.
- Ability to work unsupervised while maintaining safety and quality standards.
- Attention to detail.
- Strong mechanical aptitude.
- Ability to manage multiple processes at one time.
- Self-motivated with good time management skills.
- Ability to coordinate with other departments according to schedule.
- Ability to work in a diverse team environment.
- Ability to effectively communicate with staff throughout the work environment.
- Work off shifts including weekends and holidays.

**PHYSICAL REQUIREMENTS:**

- Must be able to stand and exert well-paced mobility for up to 8 hours in length.
- Ability to lift and carry 0-25 pounds on a regular basis, throughout the shift.
- Must be able to push and pull equipment of various sizes and weights throughout the shift.
- Must be able to kneel, bend, stoop, squat and stretch to fulfill tasks.