



HAZELTINE NATIONAL GOLF CLUB

LINE COOK

REPORTS TO: SOUS CHEF

FULL TIME/PART TIME/SEASONAL

HAZELTINE GENERAL STANDARDS

- Know and understand the Hazeltine Mission Statement
- Understand the impact of your role on Hazeltine's Business Success
- Adhere to Standard Operating Procedures and instructions from Superiors
- Be counted on to deliver on commitments
- Take ownership in identifying/solving problems
- Take initiative to get things done, even when it's outside of the job description
- Continuously improve work quality and the capacity to take on more work
- Consistent in your work product, attitude and commitment to Hazeltine
- Courteous and respectful to members, guests and co-workers
- Elevate your co-workers through teamwork and cooperation
- Take workplace safety seriously for yourself and your co-workers
- Conduct yourself in accordance with Club policies as stated in the employee handbook (ie. Ethical standards, harassment, discrimination, drug free workplace, off-duty conduct and conduct at work)
- Arrive on time as scheduled and ready to work
- Maintain a personal appearance in line with Club policy, including uniform requirements
- Show a positive work attitude every day
- Show sound judgment and make good decisions at all times

POSITION SUMMARY/VALUE STATEMENT

The Line Cook is responsible for working any assigned areas of the line including grill, sauté or broiler depending upon area of expertise. He/she will produce quality food in an effective and efficient manner.

KEY RESPONSIBILITIES

- Responsible for all grilled, broiled, sautéed or roasted items prepared in the kitchen
- Portion food items prior to cooking, such as steaks or fish fillets
- Carve and portions roasts, plates and garnishes cooked items and prepare appropriate garnishes for broiled or roasted foods
- Prepare lunch and/or dinner a la carte menu items as per recipe requirements
- Ensure all food meets Hazeltine National's standards of excellence
- Follow presentation techniques and quality standards
- Work in tandem with serving staff to ensure food quality and timeliness
- Adequately prep cooking area and all needed items so as to ensure quality and timeliness
- Cook food according to customer requirements

- Visually inspect and use only the freshest fruits, vegetables, meats, fish, fowl and other food products of the highest standard in the preparation of all menu items
- Read and employ math skills for following recipes
- Clean food preparation equipment, work areas, counters and tables, stock and set up rotation
- Maintain proper receiving, storage (including temperature setting) and rotation of food products so as to comply with Health Department regulations
- Assist peers in other areas as needed
- Adhere to control procedures for cost and quality
- Maintain a positive relationship and promote a cooperative, harmonious work climate
- Report any equipment in need of repair to Executive Chef or Executive Sous Chef
- Monitor customer satisfaction and make adjustments as necessary
- Ensure food and facilities meet all government regulations
- Explain and enforce hygiene regulations
- Other duties as assigned

SKILLS/QUALIFICATIONS

- A culinary degree or equivalent work experience
- A minimum of two years of apprenticeship and technical training in food preparation
- A sound knowledge of all cooking methods, including frying, boiling, steaming, grilling, roasting, braising, etc.
- A good repertoire of conventional and ethnic cuisines
- A good eye for detail, and for creating an appealing plate
- Experience in volume and short-order cooking
- Demonstrated excellence in food production and quality
- Solid time management, organization and prioritization skills
- Excellent interpersonal skills
- Analytical and problem solving skills
- Effective verbal and listening communications skills
- Effective written communication skills
- Ability to make decisions in a fast-paced environment
- Ability to effectively communicate verbally and non-verbally with others
- Ability to work with all personality types even in adverse situations
- Ability to prioritize, anticipate situations, and take quick action
- Ability to manage multiple projects and recommend/implement effective solutions
- Demonstrated commitment to customer service
- Excellent problem solving/decision making skills
- Ability to work independently and proactively in a fast-paced environment

MENTAL & PHYSICAL REQUIREMENTS:

- Must be able to speak, read, write and understand English fluently
- Must be able to move about property and kitchen areas easily
- Dexterity to use knives and other hand-held instruments as well as food preparation equipment
- Must be able to work in extreme hot and cold temperatures
- Must be able to handle high stress in the work environment and turn stress into high energy
- While performing the duties of the job, the employee may be required to walk or stand for long periods of time, to climb, to balance, to reach, to stoop, to kneel, to crouch and/or to crawl

- Maintain a professional appearance appropriate to position and as per Club policy
- Fine motor skills
- Must be able to lift up to 50lbs on occasion