

## **ETHOS VEGAN KITCHEN, INC.**

### **JOB DESCRIPTION**

# **BAKER**

Title:	Baker
Reports To:	Kitchen Manager
Schedule Range:	Flexible schedule; Late evening or early morning hours to accomplish preparation of baked goods prior to restaurant opening
Employment Type:	Full-Time or Part-Time
Compensation:	Hourly Wage, based on tenure and experience

### **POSITION SUMMARY**

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Prepare, portion and stock daily pars of dough and baked goods for execution. Execute par levels of finished bakery items. Maintain the cleanliness and working order of the kitchen and its related work areas and equipment.

### **DUTIES & RESPONSIBILITIES**

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- Follow the opening and closing checklist for bakery stations and equipment.
- Consistently comply with our standard portion sizes, cooking methods, quality standards, and kitchen rules, policies and procedures.
- Prepare, portion and stock daily pars as identified on the Daily Bakery Prep List.
- Use the standard recipe card for preparing all products. Do not rely on the memory of yourself or other employees.
- Portion food products for execution according to standard portion sizes and recipe specifications.
- Follow proper plate presentation and garnishing for all items.
- Safe and sanitary operation of range, ovens, and all other kitchen equipment.
- Stock and maintain adequate levels of food product at bakery stations.
- Handle, store and rotate all products properly.
- Maintain a clean, organized and sanitary kitchen including tables, shelves, range, griddle, ovens, refrigeration equipment and all other work area components.
- Maintain adequate levels of kitchen and cleaning supplies.
- Inform Kitchen Manager immediately of product shortages.
- Promptly report equipment and food quality problems to Kitchen Manager.
- Perform other duties as assigned by the Kitchen Manager, or Manager-on-Duty.
- Comply with all company policies and attend all scheduled employee meetings.

### **QUALIFICATIONS**

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- Have a minimum of 1 year experience in baking, whether home or commercial.
- Be able to work in a hot environment for long periods of time.
- Be able to reach, bend, stoop and easily lift up to 30 pounds.
- Be able to work in a standing position for long periods of time (up to 9 hours)
- Be able to communicate clearly and effectively in English.