



JOB DESCRIPTION



For the Position of

DISH PREP

WORK AREA: KITCHEN

SUPERVISORS:

**CHEFS
BOH SUPERVISORS**

The position of Dish Prep is an entry level position in the Back of House (BOH) that holds high importance in the kitchen. While maintaining the constant flow of the Dish Area, you are also maintaining the constant flow of Mis-en-Place of the kitchen. You will follow in the footsteps of many others in the kitchen who have taken this position before you; they will be there to guide you along your orientation.

This position requires a commitment to both areas, however, your main focus will be in the Dish Area and maintaining its efficiency and effectivity.

SUMMARY OF POSITION:

The typical work day for this position involves organizing and running the Dish Area, while assisting the Prep Cooks on an as needed basis. It will be critical to use observation skills and awareness to ensure a **safe flow of work**, to ensure all trip, slip and fall hazards are dealt with immediately, in all areas of the kitchen.

DUTIES & RESPONSIBILITIES:

- Liaise with the Prep Cooks and BOH Supervisors throughout your shift to assist when needed.
- Assists with preparing variety of meats, poultry, vegetables and other food items for cooking in the smoker, ovens, flat-top grills, fryers and a variety of other kitchen equipment.
- Refers to the direction of senior staff and standard recipes, both written and oral
- Understands and complies consistently with our standard portion sizes, cooking methods, quality standards and kitchen rules, policies and procedures.

- Portions food products prior to cooking according to standard portion sizes and recipe specifications.
- Maintains a clean and sanitary work station area including tables, shelves, walls, flat-top grills, fryers and refrigeration equipment.
- Attends all scheduled employee meetings and brings suggestions for improvement.
- Promptly reports equipment and food quality problems to the Prep Cooks and Action Team or Sous-Chef, depending on the severity of the issue.
- Uses our Standard Recipes for preparing all products. Do not rely on the memory of yourself or other employees.

QUALIFICATIONS:

- A minimum of 1 year of experience in high-volume kitchen, preferably in both dish and prep roles.
- Must be able to communicate clearly with managers and kitchen personnel.
- Be able to reach, bend, stoop and frequently lift up to 50 pounds.
- Be able to work in a standing position for long periods of time (up to 8 hours).
- Be able to work in a very hot environment for long periods of time (up to 8 hours).
- Must have reliable transportation to work, bus service is limited to our area.