



POSITION TITLE – Prep Cook
OPEN TO – EXTERNAL Candidates

NUMBER OF OPENINGS – 1 (one)
POSTING DEADLINE – Until Filled

Job Overview: Cook

Prepare and cook to order a variety of foods that require a short preparation time.

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The Cook must be knowledgeable in all aspects of the food preparation. The Cook is responsible for the timely preparation of all cold prep items. The Cook is responsible for adequately and accurately preparing and plating the guests' food order adhering to quality standards. The Cook must be self-motivated, well organized and able to keep accurate track of time and ingredients utilized in preparation of a variety of menu items. Exercises proper handling of food items and maintain an organized work area including all refrigeration and storage areas.

The Short Order Cook is responsible for the timely preparation of all cold prep items including but not limited to: salad and sandwich dressings, dipping sauces, marinations, canapés, hors d'oeuvres, buffet displays and knowledge of banquets salad and dessert presentation. Assemble food onto plates according to written specifications, adhering to quality standards. Exercises proper handling of food items and maintain an organized work area including all refrigeration and storage areas.

Duties and Responsibilities:

- Adhere to company methods of food preparation, cooking, portion control, and garnishing
- Sharpen and handle various kitchen knives
- Able to slice, dice and chop fruits, vegetables, cheeses and cooked meats, poultry and seafood
- Uses broiler, stove, steamer, griddle, fryers, or microwave ovens to prepare menu items
- Handle meat, seafood, poultry and produce according to proper food-handling procedures
- Read and follow recipes/specifications
- Proper rotation of all products; Keeps work area stocked with supplies and necessary food products
- Adhere to all sanitation standards in kitchen
- Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly
- Read and retain all pertinent information regarding daily promotions, food and beverage specials, property promotions, station assignments and scheduled entertainment from disseminated pre-shift information
- Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality
- Perform simple food preparation tasks such as making sandwiches, carving meats, and brewing coffee.
- Plan work on orders so that items served together are finished at the same time.
- Restock supplies on shelves.
- Provides prompt, friendly and courteous service to all guests in a confidential manner
- Provide information and answer questions for our guests about menu items and their ingredients.
- Assist with the receiving, placing and delivery of Food and Beverage orders to our guests
- Responsible for receiving orders from vendors.



- Verifies orders are received as documented on invoice.
- Prep for oncoming shift
- Provide an orderly and positive work environment.
- Must perform job duties in accordance with safe food handling practices, Standard Operating Procedures and all policies, procedures and gaming regulations.
- Convey a professional, friendly and courteous manner in all interactions with internal and external customers
- Other duties and responsibilities as assigned.

Job Requirements: *(please ensure you meet the listed requirements prior to applying)* Cook

- High School diploma or GED required
- Must be twenty-one (21) years of age or older
- Minimum of One (6) months Short Order Cooking experience preferred
- Must be able to respond to visual and audible cues
- Must be able to work independently and as part of a team; Must be able to deal effectively with diverse departments and have flexibility to work in an ever-changing environment.
- Demonstrated ability to interpret and communicate, in English, effectively both verbally and in writing, and understand and carry out instructions furnished in written, oral, or diagram formats
- Ability to read and comprehend simple instructions, short correspondence, and prep list in English; Ability to effectively present, in English, information in one-on-one situations with staff and other employees of the organization; Ability to follow direction and recipes
- Ability to calculate figures and amounts such as measurements, proportions, and volumes
- While performing the duties of this position, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; talk or hear and taste or smell; occasionally required to sit, reach with hands and arms and stoop, kneel, crouch, or crawl; occasionally lift and/or move up to 50 pounds. The employee is occasionally exposed to hot, wet and/or humid (indoor) conditions and hot liquids and surfaces. The noise level in the work environment is usually moderate
- Must possess a high level of maturity, dependability, and punctuality
- Must have a professional demeanor and be able to communicate well with the public
- Willing to participate in training as recommended or required
- Must have reliable transportation to and from work
- Must have a Florida Gaming License (or the ability to obtain and maintain a license) as a requirement for this position
- Willing to work odd and irregular hours including night and weekend schedules