

HOTEL GARBER

Job Title: Prep Cook | Commis Chef

Type: Part-Time or On-Call

Location: Red Cloud, NE

Reports To: Sous Chef / Kitchen Manager

About Us: Hotel Garber is a 27-room boutique hotel in Red Cloud, Nebraska, offering a welcoming and uniquely immersive heritage tourism experience. Our dining program highlights local ingredients and provides guests with high-quality meals in a warm and inviting atmosphere. The property features a signature restaurant seating up to 35 guests and private event venues that host up to 75 guests.

Position Summary: The Prep Cook prepares ingredients, sauces, and components in advance so the kitchen can execute restaurant service, banquets, and events efficiently. This role is the foundation of a smooth kitchen, ensuring products are prepared correctly, labeled, stored safely, and ready when the line needs them.

Key Responsibilities

- Wash, peel, chop, portion, and prepare vegetables, proteins, and other ingredients according to prep lists and recipes.
- Prepare sauces, dressings, stocks, marinades, and batch items to Hotel Garber standards.
- Follow event orders and production sheets to prep large-quantity items for banquets and catering.
- Label, date, and store all prepped items properly following FIFO and food safety guidelines.
- Maintain accurate par levels for prepped items and communicate shortages to the Sous Chef.
- Measure and portion ingredients accurately to control waste and food cost.
- Keep prep areas, cutting boards, knives, and equipment clean and sanitized.
- Break down and clean equipment and workstations at the end of each shift.
- Assist the line and banquet cooks with plating and service during peak times as needed.
- Report equipment issues, product quality concerns, or safety hazards to a supervisor.

Qualifications

- Previous kitchen experience preferred but not required; training provided.
- Basic knife skills and knowledge of food safety and sanitation standards; food handler certification preferred or willingness to obtain.
- Ability to follow recipes, prep lists, and instructions accurately.
- Ability to work efficiently and organize tasks by priority.
- Team-oriented, reliable, and punctual.
- Flexibility to work early mornings, evenings, weekends, and holidays.

Working Conditions/Physical Requirements

Types of machines, tools, office equipment or special equipment used on the job.

Knives and hand tools, cutting boards, food processor, slicer, mixer, kitchen scales, commercial ovens and ranges, storage containers, and labeling equipment.

Amount of time each day spent.

Standing 90% Walking 10% Sitting 0% Total 100%

Employee works: Inside 100% Outside 0% Total 100%

While performing job, employee required to:

Activity	Not at all	Occasionally	Frequently	Continuously
Bend/Stoop			X	
Squat		X		
Crawl	X			
Climb Height		X		
Reach above shoulder level			X	
Crouch		X		
Kneel		X		
Balance			X	
Push/Pull			X	

Comments: Frequent bending and reaching for storage and walk-in items; extended standing at prep tables. Repetitive knife and hand work.

While performing job, employee required to carry:

Carry	Never	Occasionally	Frequently	Continuously
Up to 10 lbs.				X
11 - 24 lbs.			X	
25 - 34 lbs.		X		
35 - 50 lbs.		X		
51 - 74 lbs.		X		
75 - 100 lbs.	X			

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While performing job, employee required to lift:

Lift	Never	Occasionally	Frequently	Continuously
Up to 10 lbs.				X
11 - 24 lbs.			X	
25 - 34 lbs.		X		
35 - 50 lbs.		X		
51 - 74 lbs.		X		
75 - 100 lbs.	X			

7. While performing job, employee must use feet for repetitive movements (such as foot controls): ☐ Yes ☒ No

8. While performing job, employee must use hands for repetitive movements (such as grasping):

☒ Yes ☐ No

9. While performing job, employee must use head and neck in:

Static position: ☐ Yes ☒ No Frequent flexing: ☒ Yes ☐ No Frequent rotating: ☒ Yes ☐ No