# Roberts Park UMC – Daycare Cook Job Description

\*\*Position:\*\* Part-Time Cook

\*\*Hours:\*\* 7:30 a.m. to 12:30 p.m., 25 hours per week

\*\*Location:\*\* Roberts Park United Methodist Church

We are seeking a dedicated and reliable Part-Time Cook to join our kitchen staff at Roberts Park UMC. The cook plays a vital role in providing nutritious meals in a timely and safe manner for the children and staff of our daycare program. This position is based in our on-site professional kitchen.

## Primary Responsibilities

* Prepare and serve all food items according to menu and schedule
* Plan food production to coordinate with meal serving hours
* Follow standard recipes and accommodate special diet needs
* Memorize, record, and understand menu items and portion sizes
* Safely and efficiently operate kitchen equipment and tools
* Maintain cleanliness and sanitation standards in accordance with health and safety regulations
* Clean and maintain kitchen equipment, utensils, and appliances
* Prepare weekly menus in accordance with nutritional guidelines

## Qualifications

* Previous experience in cooking, culinary arts, or food service required
* Knowledge of kitchen equipment, food safety, and cooking techniques
* Knowledge of state-required portion sizes for daycare meals
* Strong attention to detail and cleanliness
* Ability to work in a fast-paced environment
* Team player with good communication skills
* High school diploma or equivalent required
* ServSafe certification required

## To Apply

Please email the Daycare Director at shalom@robertsparkumc.org or call 317-635-3397 for more information or to submit an application.