

Job Title: Basic Cook (Including Solo Lunch Shift Coverage)

Location: American Legion Post 10 Manassas

Job Type: Part-Time

Reports To: Head Cook / Facilities Manager

Job Summary:

We are seeking a dependable and motivated **Basic Cook** to join our kitchen team. This role involves assisting with general food preparation and kitchen duties, with the added responsibility of independently managing the kitchen during certain lunch shifts. The ideal candidate should be comfortable working solo, preparing meals efficiently, and maintaining kitchen operations during their shift.

Key Responsibilities:

- Assist with prep work, including washing, chopping, measuring, and basic cooking.
- Follow recipes and cooking instructions to prepare menu items consistently.
- Take full responsibility for lunch service during designated solo shifts.
- Manage food prep, cooking, plating, and cleaning independently during those times.
- Ensure all meals are prepared to standard and served in a timely manner.
- Maintain a clean, organized, and sanitary work environment at all times.
- Monitor food stock and communicate supply needs to kitchen management.
- Follow all food safety, handling, and sanitation regulations.
- Assist with kitchen cleanup and closing duties as required.

Requirements:

- Some previous experience in a kitchen or food service role is required.
- Ability to work independently and manage time effectively.
- Basic understanding of cooking techniques and kitchen equipment.
- Familiarity with food safety standards and kitchen hygiene.
- Strong work ethic, reliability, and ability to remain calm under pressure.
- May be required to lift up to 40 lbs. and stand for extended periods.
- Desired: **Serve Safe Food Handler** certificate or be able to obtain certification within 30 days of hire

Work Schedule:

- Variable hours including morning prep, lunch service, and occasional weekends.
- Must be available to work independently during assigned lunch shifts.

Compensation:

\$15-\$16 per hour “Based on experience”