



TULE RIVER ECONOMIC
DEVELOPMENT CORPORATION

JOB POSTING

In-House/ Promotion Only

Opening Date: 07/14/2015

Closing Date: 07/28/2015

Position Title: Line Cook

Department: Tule River Economic Development Corporation

Work Schedule: Varies/ Full-Time

Wage Rate: Pay Range 7: \$10.72 / HR / Overtime Eligible

If you are interested in this position, please submit the following:

- Completed Application
- Tribal Identification (*if applicable*)

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Submit To:

Human Resources
Tule River Indian Tribe of CA
340 N. Reservation Rd.
Porterville, CA 93257
E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.



TULE RIVER ECONOMIC DEVELOPMENT CORPORATION

31071 Hwy 190 Porterville, CA 93257

JOB DESCRIPTION

POSITION TITLE: Line Cook

WORKSITE: Oak Pit Restaurant

615 N. Main Street

Porterville, CA 93257

GENERAL POSITION DESCRIPTION

The Line Cook will serve, clean, prepare food and complete other related tasks with emphasis on food preparation and on independent work.

DUTIES & RESPONSIBILITIES:

1. Cooks and prepares food in a timely manner to insure customer satisfaction.
2. Follow procedures, schedules and assignments precisely.
3. Follows recipes for all food preparation.
4. Reviews menus to determine type and quantity to be prepared.
5. Test cooking procedures by tasting, smelling, and using a thermometer to determine that food is cooked properly. Adjust cooking times and or temperatures as needed.
6. Must practice good personal hygiene.
7. Retrieve and return stock to and from refrigerators and storerooms.
8. Report any shortage of food and supplies.
9. Wrap, date, and store unused food as needed.
10. Follow all company procedures and health regulations at all times.
11. Must attend and be certified in all applicable training programs required.
12. All other departmental duties as assigned by immediate supervisor.

QUALIFICATIONS:

1. Must have a minimum of 2 years experience in char broiler or line cooking for a large food service operation.

Approved by TRTC: 05/13/13

2. Must be able to carry out tasks with or without limited supervision.
3. Must be able to communicate in English including reading, and writing.
4. Must successfully complete a TB Skin Test.
5. Must successfully complete a pre-employment drug screen and background investigation.

PHYSICAL REQUIREMENTS/CONDITIONS:

1. While performing the duties of this job the employee is regularly required to talk, hear, stand for entire shift, walk, sit and to reach with hands and arms, use hand to finger, handle, or feel objects, tools or controls.
2. Occasionally required to climb or balance and stoop, kneel, crouch, or crawl.
3. Must be able to operate in mentally and physically stressful situations.
4. Environment is of high humidity with extreme temperatures.
5. Must be able to lift and carry up to 50 pounds.
6. Must be able to work in a fast paced environment.
7. Noise level is moderate.
8. Must be able to perform all essential duties of the job with or without reasonable accommodation.

This position reports to:	Executive Chef
Supervises:	Prep Cook
Salary Ranges:	Pay Range 7: \$10.72-\$13.68/ Hr. Paid Bi-Weekly/ Non-Exempt
Working hours:	Varies

PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES IN ACCORDANCE WITH THE INDIAN PREFERENCE ACT (TITLE 25, U.S. CODE SECTION 472 AND 473).