

CHEF II*

Function of Job:

Under general supervision from designated supervisor, to be responsible for the preparation of food on a large-scale basis, and to be in charge of a specific assigned day or night shift on a full five day basis.

Characteristic Duties and Responsibilities:

1. Have responsibility for operation of a specific day or night shift on a full five day basis.
2. Supervise the preparation of foods or specialty items for an assigned shift in a large central institution kitchen or restaurant associated with the college/university.
3. Plan specific menus for approval of executive chef and develop new recipes, as requested.
4. Estimate food needs in advance and initiate requisitions for foodstuffs.
5. Train and instruct new and other employees in their duties.
6. Coordinate cooking activities in order to have meals ready on time.
7. Participate in skilled cooking activities, such as the cooking and carving of meats.
8. Plan and supervise the utilization of left-over foodstuffs.
9. Perform related duties as assigned.

Minimum Acceptable Qualifications:

1. Two years of formal post-high school training in food preparation principles and techniques, or equivalent, and three years of experience in quantity food preparation including some supervisory responsibility.
2. Knowledge of materials and methods used in large-scale cooking.
3. Knowledge of the operation of all types of standard kitchen equipment and machinery.
4. Knowledge of food values and nutrition.
5. Ability to plan and coordinate activities of cooks and/or lower level chefs.
6. Supervisory ability.
7. Willingness to work shifts assigned or weekends.
8. Sufficient strength and physical dexterity to perform duties and responsibilities of this job, including heavy work.
9. Must be able to wear and use appropriate personal protective equipment.

4/28/93

System Approval

4/28/93

Effective Date

This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity, and it is not a substitute for the specific job description of the individual position.

* Revised - Original approved 3/16/78.