

**Sunrise Haven Kitchen**

24423 100th Ave SE, Kent, WA 98030

**Phone:** (253) 813-2096

**Job title:** Entry Level Cook

**Reports to:** Kitchen Manager

**Shift Information:** Part time; Two nights a week, (about 5 to 8 hours a week) Shift starting around 4:30.

**General Description:**

Sunrise Haven is a modern 8-bed facility located in Kent, Washington. Our love for God and humanity is central to our work. We have a great loving, supportive atmosphere.

The Entry Level Cook is a part-time position that reports to the Kitchen Manager. Maintains responsive, high-quality food service operations by working closely with the Kitchen Manager to meet the food needs of the patients; preparing meals and patient trays accurately in accordance with established procedures and standards; maintaining a clean and safe environment.

No experience necessary, but we are looking for workers that are self-motivated, reliable and have great communication skills. This is an amazing first job with the potential of growth over time.

This role works in partnership with other cooks and with the nursing staff as appropriate, in order to provide breakfast, lunch, supper and snacks for patients. The cook on duty oversees their own prepping, cooking, altering food (as needed), plating the food, and doing the dishes.

Our ideal candidate is a passionate cook. He/She is creative, collaborative, unflappable, and joyful. This individual will have experience in multi-tasking effectively and being flexible in order to fulfill our commitment to a high-quality food service operation.

Please apply if you have a passion for food prep and strong customer service!

**Specific Responsibilities and Duties:**

1. Prepares meals by following posted menu; closely following appropriate recipe instructions.
2. Meets individual patient needs by making modifications as instructed.
3. Ensures pleasant mealtime experience for patients by presenting trays that are neat and orderly; serving meals at the appropriate time and temperature.
4. Maintains a clean and safe environment by following posted cleaning schedule; ensuring that all kitchen surfaces are clean and maintained in a sanitary condition.

5. Maintains food and kitchen supplies inventory by reporting to Kitchen Manager when items run low.
6. Ensures food safety by maintaining food storage, expiration, and disposal policies in accordance with approved guidelines and state regulations.
7. Contributes to the team effort by performing other tasks as needed.

**Qualifications:**

1. High standard of meal preparation.
2. High standard of cleanliness.
3. Ability to work with supervisors and coworkers to meet patient needs.
4. Ability to follow detailed verbal and written instructions.
5. Flexibility—ability to accommodate special needs and changeable situations cheerfully and effectively.
6. Effective communication and interpersonal skills.
7. Physical ability to do the required work under potentially hot, humid, and noisy conditions, this includes the basics in cooking, doing the dishes, and cleaning, standing for long periods of time, and lifting up to 30 lbs. at a time.
8. Willingness to be cross-trained and work where needed.
9. Possession of, or eligibility for, Washington state food handler's permit.
10. Able to pass a background check to work in a Washington State nursing home.
11. Able to work unsupervised and maintain your time efficiently.

