



Ho-Chunk Nation

Job Description



TITLE: FINE DINING LINE COOK		JOB CODE: FDLC
BUSINESS	EEO: 5	PAY GRADE: 10
NON-EXEMPT	FLEX	FUNDING SOURCE: NPD
HO-CHUNK PREFERENCE		

"All employees are subject to the Drug, Alcohol and Controlled Substance Policy."

All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation – Resolution 08-20-13K

POSITION OVERVIEW

The Fine Dining Line Cook is responsible for the preparation and production of upscale dishes, soups, salads, appetizers, and desserts that meet restaurant standards. The Fine Dining Line Cook will support a culture of respect, enthusiasm, kindness, and cooperation, which ultimately enhances every interaction for our guests and employees; customer service is our top priority both internal and external guests.

PERFORMANCE-BASED JOB FUNCTIONS AND OBJECTIVES

1. Prepares meal ingredients as directed by the executive chef, sous chef, or other staff.
2. Prepares fresh produce by peeling, cutting, portioning, and cooking daily.
3. Prepares meat by trimming, cutting, portioning, and cooking daily.
4. Prepares simple to complex dishes daily.
5. Mixes or prepares condiments, dressings, and sauces daily.
6. Produces high-quality plates, ensuring presentation and taste meet standards daily.
7. Maintains compliance with applicable health, safety, food handling, and hygiene codes and standards.
8. Assists with unloading, inspection, and storage of raw ingredients and supplies while minimizing spoilage and waste.
9. Performs other related duties as assigned.

JOB RESPONSIBILITY

Job Reports to	Supervisor – See Organizational Chart
Leadership Accountability	Implements operating plans.
Supervisory Accountability	None
Organizational Accountability	None
Financial Accountability	Supports inventory, spoilage, and waste controls.
Customer Accountability	Interfaces with internal and external customers and vendors.
Freedom to Act	Subject to regular review by supervisor.

MINIMUM QUALIFICATIONS

EDUCATION:

1. A High School Diploma or equivalent is required.
2. An associate degree or certificate in Culinary Arts is preferred.



ESSENTIAL:

1. All employees are subject to the Criminal and Background restrictions of the Ho-Chunk Nation.
2. ServSafe Food Handler is required within 14 days of regular employment.

EXPERIENCE:

1. Minimum of two (2) years' of experience working in a full-service restaurant, fine dining preferred.

KNOWLEDGE, SKILLS, ABILITIES REQUIRED

1. Intermediate understanding of or the ability to learn basic sanitation and regulations for workplace safety.
2. Intermediate understanding of or the ability to learn food handling techniques, preparation, and cooking procedures.
3. Ability to function well in a high-paced and at times stressful environment.
4. Ability to work quickly and efficiently.
5. Ability to work well as part of a team.
6. Ability to maintain personal hygiene.

WORK PLACE RESPONSIBILITY

1. Maintains a safe and healthy workplace environment.
2. Supports a culture of respect, enthusiasm, kindness, and cooperation.
3. Adheres to all regulations, policies, procedures, and laws set forth by the department, facility, the Ho-Chunk Nation, and regulatory agencies.

WORKING CONDITIONS

1. Must be able to work in a loud, fast-paced environment.
2. Able to work varied hours and shifts, including evenings and weekends, as needed.
3. See the physical demands worksheet.