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| Title of Position: | Line Cook I | Department: | F&B |
| Reports To: | Executive Chef | Date: | February 2024 |
| Pay range/Rate: | $18.00 to $22.00 | Pay Type: November | Hourly |

**Position Summary:**

Prepare cold and hot foods in accordance with quality food standards; set-up and maintain stock of food-preparations. Perform all duties assigned in accordance with all applicable legal regulations and requirements, presenting oneself as an asset to the Hollywood Park Casino and encouraging others to do the same.

**Major Responsibilities:**

* Provide excellent customer service to guests and employees.
* Maintain a professional look and have a well-groomed appearance at all times.
* Communicate effectively with all employees and follow through on written and verbal instructions.
* Maintain proper storage procedures as specified by Health Department and HPC requirements.
* Prepare, cook, cool-off, cover, date and store all P.H.F. food according to Health Department Regulations.
* Re-heat food and maintain hot food temperatures according to Health Department Regulations.
* Prepare all menu items following recipes and yield guides according to department procedure.
* Inform Kitchen Supervisors or Sous Chefs of any shortages before the item runs out.
* Communicate any assistance needed during busy periods to Kitchen Supervisors or Sous Chef to ensure optimum service to guests; assist other cooks wherever required and work with expeditors to ensure optimum service to guests.
* Maintain proper storage procedures as specified by Health Department requirements.
* Minimize waste and maintains controls to attain forecasted food costs.
* Disinfect and sanitize cutting boards and work tables while working.
* Transport empty, dirty pots and pans to the pots wash station.
* Assist Dishwashers in order to make clean up a more efficient process.
* Break down workstation and completes closing duties according to department standards.
* Restock items that were depleted during the shift.
* Ensure all assignments are complete before signing out.
* Follows health and safety regulations, specifically, but not limited to, California Health & Safety Code, Division 104, Part 7 – Retail Food.
* Report safety and any other concerns to supervisors immediately.
* Must function in a team environment.
* Completes all other duties as assigned by leads, supervisors, and upper management.
* Attendance and punctuality are essential job functions of this position.
* Strictly adhere to all HPC timekeeping rules and procedures.
* Adhere to all department, Human Resources and Safety policies and procedures.
* Adhere to all applicable federal, state, and local laws and regulations.

**Qualifications, Experience, Education:**

* 2 + years Line Cook experience.
* Must be 21 years of age or older to apply
* Must be able to pass a background check and obtain a valid work permit before entering this position.
* Must have employment eligibility in the U.S.
* Must possess a high regard for customer service and Team Member relations.
* Ability to adapt well to the casino environment that involves large numbers of people as well as loud and continuous high noise levels.
* Demonstrates Flexibility – able to change schedule or locations within the casino as required to meet the needs of the departments
* Must be able to work any shift and any day of the week, including weekends, holidays, and special events.
* Ability to establish and maintain effective working relationships with employees and guests.
* Ability to work under pressure and be detail oriented.
* Duties for this position require moderate physical exertion, such as sitting/walking at will, standing/sitting for long periods, lifting/carrying objects weighing up to 25 lbs., pushing/pulling objects, crouching/kneeling, bending, reaching, kneeling, twisting, close vision, color/depth perception, hearing sounds/communication, and handling/grasping/fingering equipment. Safety precautions must be always used to avoid injury to oneself and others.