

# California State University, Fresno Association, Inc.

## TACO BELL COOK JOB ANNOUNCEMENT #21-175

<b>POSITION SUMMARY:</b>	<b>Part-time, non-benefited position for the California State University, Fresno Association – Dining Services.</b> This position will work a flexible schedule, which may include weekends and/or evenings
<b>ESSENTIAL JOB FUNCTIONS:</b>	<p>Typical duties include, but are not limited to:</p> <ul style="list-style-type: none"> <li>● Daily preparation of food and menu items in accordance with recipes and quality standards set forth by University Dining Services</li> <li>● Adheres to proper food handling, sanitation, and safety procedures; ensures proper temperatures and maintains appropriate storage, dating, labeling, and rotation of all food items</li> <li>● Ensures all meal schedules are kept and all products are prepared and placed on the line at the appropriate times</li> <li>● Utilizes leftovers in a cost-effective manner ensuring quality throughout</li> <li>● Ensures smooth operation of services during shift</li> <li>● Responds to customer needs; ability to deal with frequent changes, delays, and unexpected events</li> <li>● Assists with receipt of product deliveries from vendors</li> <li>● Maintains cleanliness and sanitation of equipment, food storage, and work areas</li> <li>● Completes cleaning and sanitation duties according to daily and weekly schedules</li> <li>● Maintains a professional appearance according to uniform standards</li> <li>● Exhibits outstanding attendance and punctuality and takes corrective action to prevent recurring absences</li> <li>● Develops a positive working relationship with department and organization staff</li> <li>● Performs other related job duties as required or assigned</li> </ul>
<b>POSITION REQUIREMENTS:</b>	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> <li>● High School diploma or equivalent required</li> <li>● Six (6) months related experience in a kitchen or restaurant setting</li> <li>● Ability to lift, push, pull and/or carry up to 50 pounds</li> <li>● Ability to stand for long periods of time</li> <li>● Ability to operate standard foodservice equipment safely and effectively</li> <li>● Ability to coordinate tasks to meet production deadlines, work rapidly and efficiently during rush periods</li> <li>● Readily adjusts schedule, tasks, and priorities when necessary, to meet business needs</li> <li>● Ability to read, understand, and follow written and verbal instructions</li> <li>● Ability to add, subtract, multiply and divide; basic skill in using a computer</li> <li>● Ability to work in a fast-paced environment and perform high-quality work under pressure</li> <li>● Ability to establish and maintain cooperative working relationships with a diverse population</li> <li>● Current California Food Handlers card or willingness/ability to attain upon hiring</li> </ul>
<b>COMPENSATION:</b>	\$14.00 per hour
<b>DEADLINE:</b>	<b>Application review begins immediately; open until filled</b>
<b>TO APPLY:</b>	<p><b>Please visit the Auxiliary Human Resources page at <a href="http://www.auxiliary.com/auxhr/jobs.html">http://www.auxiliary.com/auxhr/jobs.html</a> for job announcement and application. Applications may be mailed, emailed, faxed, or delivered in person to:</b></p> <p style="text-align: center;">California State University, Fresno Auxiliary Human Resources 2771 E. Shaw Ave. (there is no suite number) Fresno, CA 93710 Fax: (559) 278-0988</p> <p>E-mail completed application &amp; resume to: <a href="mailto:HRAUX@LISTSERV.csufresno.edu">HRAUX@LISTSERV.csufresno.edu</a></p>

### RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>  
Employment for this position is by the California State University, Fresno Association, Inc. This is not a State of California position.

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