

JAIL COOK

DISTINGUISHING FEATURES OF THE CLASS: The work involves the preparation and cooking of meals for the inmates and employees of the County Jail. The work is performed under general supervision. Supervision may be exercised over the work of inmate trustees assigned to kitchen and housekeeping tasks. A Jail Cook does related work as required.

TYPICAL WORK ACTIVITIES:

- Participates in the preparation of food;
- Stores and cares for food and supplies;
- Assists in the cleaning of equipment, the kitchen, and adjacent areas;
- Participates in housekeeping activities;
- Launders jail clothing and property;
- Oversees inmates of jail in accordance with established policies, regulations, and procedures;
- Observes conduct and behavior of inmates for evidence of unsatisfactory attitudes or adjustments.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of accepted methods of large scale food preparation; ability to deal with inmates firmly yet courteously; ability to understand and carry out oral and written directions; resourcefulness; cleanliness; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: One year of experience in the large-scale preparation of food.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Revised: 12/21/82