



## About Wild Bunch Catering

Wild Bunch Catering is a full-service catering and event management company serving the State of Arizona with exceptional food, beverage, and service. Our goal is to create an environment where all employees feel comfortable with fair and consistent treatment. A Family owned and operated company we value the talents and individuality of our employees.

## Job Description – Cook / Prep / Kitchen Assistant

Our kitchen staff are key players by ensuring we are serving the best quality food to our guests. Duties include, completion of daily prep list; preparing a variety of hot and cold food items; washing, peeling, slicing measuring and mixing ingredients; assembling dishes and working with the kitchen team to distribute food to our service staff so they may depart on time. Teamwork is essential and is what we're all about!

### MAJOR DUTIES/FUNCTIONS/TASKS:

- Performs prep work such as washing, peeling, cutting, and seeding fruits and vegetables. Weighs and measures designated ingredients.
  - Carries pans, kettles and trays of food to and from workstations, stove and refrigerator in accordance with safety standards.
  - Stores food in designated areas following wrapping, dating, food safety and rotation procedures
  - Leads daily kitchen production (including hot/cold food prep/presentation)
  - Responsible for proper food storage and deliveries
  - Completing accurate production records
  - Utilizes approved food recipes and production standards to ensure proper quality, serving temperatures and standard portion control
  - Assisting with menu planning
  - Serving on the line during special off-premise events
  - Preparing all menu items according to Wild Bunch Catering recipes, plate presentations and specifications
  - Preparing and portioning food items to specifications
  - Maintaining a clean work area
  - Other duties as assigned
  - Ability to stand and walk for up to 8 hours per day
- Our Ideal Candidate:**
- Has basic knowledge of professional cooking, baking and experience in knife handling
  - Knowledge of safety, sanitation and food handling procedures
  - Having a valid driver's license and clean DMV record a *PLUS*



- Has Food Handlers Certification
- Has 1 -2 years prior catering or food service experience. • Has flexible availability.
- Loves food and stays up on trends
- Is able to lift 25+ pounds without assistance up to 50 + with assistance
- Is able to work flexible shifts and schedules, inclusive of weekends and some holidays and in varying climates
- Is a good communicator with great people skills and a positive attitude.
- Is presentable, professional, and timely.
- Is honest, hardworking, and willing to learn.
- Is consistently on time, punctual and motivated.
- Can problem solve for best solution outcomes
- Can work at times with minimal or no supervision
- Will have exceptional references

**PHYSICAL REQUIREMENTS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to:

- Stand, talk or hear, and taste or smell.
- Walk use hands or fingers, handle, or feel stoop, kneel, crouch, or crawl reach with hands and arms.
- Regularly lift and/or move up to 25 pounds and may occasionally lift up to 50 pounds.
- Push and pull carts weighing up to 100lbs.

**LANGUAGE SKILLS:**

- Ability to speak, read, and follows simple instructions, short correspondence, and memos in English.
- Ability to write simple correspondence.
- Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

**Wild Bunch Catering is an equal opportunity employer.**

E-Verify and provide a minimum of two references.

Job Type: Part time/ full time

Starting Salary: \$17.5 / hour

Job Location: North Central Phoenix 85022