

**POSITION: Prep Cook**   **POSTING DATE: April 11, 2022**  
**WAGE: \$15.00 per hour**    **CLOSING DATE: Until Filled**  
**Location: Resort Division**    **Reports Directly To: Sous Chef**  
**Full-Time + Shift Differential**

**Candidates hired may be eligible for up to a \$400 hiring bonus**

**Every employee of North Star Mohican Casino Resort is expected present themselves in a professional manner to our customers as well as other departments. North Star Mohican Casino resort strives to provide a positive team environment where everyone contributes.**

**GENERAL RESPONSIBILITIES:**

Responsible for preparing all cold and hot food items according to food specifications for the cooks.

**STANDARD QUALIFICATIONS:**

1. Must submit to court records search/background review.
2. Must submit to and pass a pre-employment drug screening and health screening.
3. Must be flexible with schedule to work all shifts, weekends, and holidays.
4. Must be able to work with a variety of people with diverse personalities.
5. Must have a positive attitude and provide a teamwork structure within the department.
6. Must be willing to enhance self-development and be willing to adapt to change.
7. Must be willing to attend all applicable training.
8. Must have demonstrated ability to maintain a satisfactory working record in any prior and/or current employment.
9. Must be eligible for insurance under the employer's liability insurance.
10. Must be at least 18 years of age.
11. Must be COVID 19 fully vaccinated and remain up to date with required doses.

**EDUCATIONAL REQUIREMENTS:**

1. High School Diploma or GED is preferred. High School Diploma or GED is required if you are 19 years old and under.

**DUTIES:**

1. Ensures that the highest standards of customer service are maintained in accordance with policies and procedures set for the by North Star Mohican Casino Resort.
2. Must maintain an acceptable departmental attendance record.
3. Provide prompt, efficient, and courteous service to guests.
4. Must be reliable and prompt when reporting to work.
5. Must wear the approved, departmental uniform.
6. Prepares items for cooking by washing, peeling, cutting, paring, portioning, etc. and placing all items in their respective refrigerators for future use.
7. Prepares a variety of cold meats, such as cracking or removing the shell from seafood, slicing cold cuts for serving, and braiding fish.

8. Use kitchen equipment (knives, hand tools, utensils) to cut, chop, simmer, steam, shape, fold, blend, and cook food.
9. Inspect equipment before and after use, making sure of cleanliness, sanitation, and proper working order.
10. Ensure food items are properly stored, including raw materials and prepared items.
11. Rotate product correctly so that the oldest product is used first, to minimize waste.
12. Maintain proper stock of all products and supplies needed for service in assigned areas.
13. Maintain cleanliness of workstation kitchen area and equipment in compliance with quality, health, and safety standards and regulations.
14. Maintain a current knowledge of menu items and products.
15. Report any guest concerns or complaints to immediate supervisor for resolution.
16. Understand the goals and vision of the organization and demonstrate commitment to those goals in terms of individual and team performance.
17. Perform as a team member and assist fellow associates to ensure a smooth operation.
18. Prioritize and handle multiples tasks simultaneously.
19. Must adhere to all established rules, regulations, procedures, and policies of North Star Mohican Casino Resort and the Food and Beverage Department.
20. Must adhere to the Casino's Drug and Alcohol-Free Workplace Policy during employment.
21. Must maintain compliance with all workplace policies, procedures, ordinances, laws, and other communicated expectations, including but not limited to: Employment Manual, Gaming Ordinance, State Gaming Compact, Tribal Internal Controls, Departmental Procedures, memos or other communication from supervisory or regulatory personnel.
22. The above-mentioned duties and responsibilities are **NOT** an all-inclusive list, but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based upon organization needs and/or deemed necessary by the department manager.

### **QUALIFICATIONS:**

1. North Star Mohican Casino Resort is looking for a courteous and friendly individual.
2. Minimum of one (1) year of culinary experience is preferred. If not Serve-Safe Certified, must obtain certification with three (3) months of employment.
3. Must possess a basic knowledge/understanding of fryers (oils and their temperatures), grilling of simple meats (hamburgers and hot dogs), grilling of proteins, (steak, chicken, pork, fish) and know their doneness levels.
4. Ability to understand and perform job assignments.
5. Ability to understand and follow recipes and other directions.
6. Strive to work independently, with minimal supervision.
7. Maintain a positive attitude towards each guest and fellow employee; and participate in a strong-team effort.
8. Ability to communicate effectively with co-workers and management.
9. Must have basic math skills including addition, subtraction, division, multiplication, fractions, and percentages.
10. Must be able to read, write, and communicate verbally in English.
11. Must possess a working knowledge of food production, sanitation guidelines, and the operation of numerous kitchen appliances and equipment.
12. Must be able to perform the physical requirements of the job.
13. Must have ability to prioritize tasks and handle multiple projects simultaneously.

**PHYSICAL REQUIREMENTS/WORK ENVIRONMENT**

1. Must possess the ability to be mobile 100% of the shift, which includes prolonged periods of being on your feet.
2. Required to frequently stand, walk, talk, and hear. Also required to use hands/fingers to handle or feel objects, tools, or controls; climb or balance; and stoop, kneel, crouch, or crawl; reach with hands and arms; along with the ability to lift and/or move up to fifty (50) pounds on a frequent basis.
3. Required vision abilities to perform this job include close vision, distance vision, color vision, peripheral vision, depth perception along with the ability to read tickets and adjust focus.
4. Must be able to work in an area that is both unusually hot and cold, with a moderate to higher-than-normal noise level.
5. Work environment requires excellent personal hygiene, due to working near others.
6. Work environment is **NOT** smoke, noise, or dust free.

**SUBMIT APPLICATION TO:**

Human Resource Department

North Star Mohican Casino Resort

W12180 County Road A

Bowler, WI 54416, or Email completed application to: [jobs@northstarcasinoresort.com](mailto:jobs@northstarcasinoresort.com)

Or Fax completed application to (715)253-2432

**THE STOCKBRIDGE-MUNSEE COMMUNITY OPERATES AS AN EQUAL-OPPORTUNITY EMPLOYER; EXCEPT INDIAN PREFERENCE IS GIVEN IN ACCORDANCE WITH THE TRIBAL EMPLOYMENT PREFERENCE ORDINANCE.**

**WE ARE A DRUG-FREE EMPLOYER. CANDIDATES MUST PASS A DRUG SCREEN AND REMAIN DRUG FREE**

**Although an interview may be granted, this does not determine that the candidate fully meets the qualifications until it is determined by the interview team.**