



JOB DESCRIPTION

POSITION: Prep Cook/Kitchen Assistant

COMPANY: Seedling & Sage

REPORTING: Executive Chef + Exec Sous Chef

Seedling & Sage Catering Co. is a rapidly expanding catering company looking to expand its team. We are currently hiring a prep chef. Our kitchens are in Flourtown and Glenside.

Job Description:

We are looking for a hard-working prep cook to be responsible to safely and efficiently perform basic cooking duties, monitor stock levels, and take on culinary tasks as directed.

To be a successful prep cook, you should understand and be willing to comply with food and sanitation guidelines and regulations, be quick and diligent, and be willing to improve on the job. A top-notch prep cook should be able to follow instructions and work in a fast-paced environment.

Prep Cook Responsibilities:

- Setting up and sanitizing workstations.
- Following prep lists created by chefs.
- Measuring ingredients and seasonings, and preparing cooking ingredients such as soup stock to be used in the cooking process.
- Preparing simple dishes, such as entrees or salads.
- Ensuring all food items are properly stored and easily accessible.
- Assisting chefs in preparing food and attending to any culinary tasks that arise.
- Accepting or rejecting ingredients from suppliers.
- Maintaining a clean, orderly, and sanitized kitchen.
- Preparing drinks and cocktails according to the chef's specifications.

Prep Cook Requirements:

- High school diploma or equivalent.
- Culinary school training would be advantageous.
- Experience as a prep cook may be advantageous.
- Manual dexterity to operate cooking tools such as knives.
- Strong teamwork and communication skills.
- Flexibility to work shifts, weekends, nights, and holidays.
- Ability to work in a stressful, fast-paced environment.

Seedling and Sage Catering is an equal opportunity employer. We are committed to treating all Applicants and Team Members fairly based on their abilities, achievements, and experience without regard to race, national origin, sex, age, disability, veteran status, sexual orientation, gender identity, or any other classification protected by law.

Physical Demands and Work Environment

While performing the duties of this job, the employee is required to walk/stand up to the entire day and occasionally sit in meetings or in front of a computer screen. The employee must occasionally reach, bend, stoop and lift up to 50 lbs., reach overhead and have the stamina to work up to 50 hours a week.

Compensation: \$15-\$20 per hour

- Hourly rate/Salary commensurate with experience and skills
- Full Time Benefits: Vacation Time, Health Benefits

Email resume to Melissa McDevitt mmcdevitt@seedlingandsage.com