



## JOB DESCRIPTION

**JOB TITLE:** Camp Akita Kitchen Staff  
**REPORTS TO:** Head Cook / Food Services Manager  
**FLSA STATUS:** Non-Exempt  
**HOURS:** Part-time  
**LOCATION:** Camp Akita, 29746 Logan-Hornsmill Rd, Logan, OH 43138

### JOB SUMMARY

The Kitchen Prep and Server Crew members support the preparation and service of meals for guests at Camp Akita. This position helps ensure that all food is prepared safely and efficiently, facilities are kept clean and organized, and guests receive friendly, courteous service..

### ESSENTIAL FUNCTIONS

- Maintain a clean and sanitary kitchen by washing, sanitizing, and storing equipment, utensils, dishes, and silverware according to approved procedures.
- Prepare and handle food items under the direction of the Head Cook and in accordance with established recipes, safety standards, and applicable health regulations.
- Properly receive, label, and store food supplies and equipment in designated areas following approved procedures.
- Monitor inventory levels and promptly inform supervisors when supplies are low or equipment requires maintenance.
- Remove trash, clean and sanitize garbage containers, and assist in maintaining a clean and safe work environment.
- Provide courteous, attentive, and helpful service to guests during mealtimes.
- Perform additional kitchen and dining hall duties as assigned to support smooth and efficient food service operations.

### MINIMUM QUALIFICATIONS

- High school diploma or equivalent.
- High School students who are a minimum of 16 years old are welcome to apply also.
- Ability to operate equipment associated with essential functions that are listed above.

### PHYSICAL REQUIREMENTS

- Regularly use hands and fingers to handle, control or feel objects
- Regularly hold the arm and hand in one position or hold the hand steady while moving the arm
- Regularly see details of objects that are less than a few feet away
- Regularly speak clearly so listeners can understand
- Regularly understand the speech of another person
- Occasionally lift up to 25 pounds
- Must comply with First Community staff policies.

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