



**Job Title: Cook**

**Location: Heywood Wakefield Commons - Gardner, MA 01440**

**Hours: Full Time 35 Hours Saturday - Wednesday 10:30am to 6:15pm**

**Job Description:**

Must be willing to work 10:30 am to 6:15pm Saturday - Wednesday 10:30am to 6:15pm. Will require some A.M. opening shifts and some P.M. closing shifts.

Conditions include heavy lifting (a maximum of 50 lbs.).

May work with hazardous equipment, steam, gas, chemicals, detergents and knives.

Appropriate uniforms must be worn on a daily basis with a name tag, a food thermometer, a pen and related kitchen items.

**Qualifications:**

Must have a minimum of 1 year continuous cooking experience in a Food Service Operation.

Good time-management skills. Strong self-discipline work ethic and the ability to follow directions.

Good personal hygiene. Good attendance record. Ability to interact with fellow employees and residents.

**Duties and Responsibilities:**

Responsible for daily shift assignments, including cooking, food production, sanitation and proper use of food service equipment.

1. Responsible for maintaining high sanitation and safety standards.
2. Prepares menu items for daily meals and special functions.
3. Prepares special diets.
4. Maintains a "clean as you go" policy.
5. Responsible for stocking the Country Kitchen on each floor.
6. Responsible for daily cleaning of kitchen floors.
7. Performs other duties related to the food service operation at Heywood Wakefield Commons.

**Benefits:**

Full time position offers a competitive benefit program to include Medical, Dental, Vision, Health FSA, Dependent Care FSA, Short-Term Disability, Long Term Disability, Life Insurance, Home and Auto Discount program, Vendor Discount Program, 401(k) with matching contribution, Accrued Vacation, Sick, and Personal time and Paid Holiday Benefit. Employee referral bonus, and resident referral bonus.

**If you are interested in applying or know someone to refer for the position please fax or e-mail resume to 978-632-8280 or [Tmcmullen@Hallkeen.com](mailto:Tmcmullen@Hallkeen.com)**