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**NASSAU COUNTY**  
**SCHOOL DISTRICTS**  
**CLASS SPECIFICATION**

**Title : COOK-MANAGER**  
**Code: 610060 1DA**  
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**Non-Competitive**

**GENERAL STATEMENT OF DUTIES**

Supervises and participates in the preparation and cooking of food for a school lunch program; performs related duties as required.

**COMPLEXITY OF DUTIES**

Under general supervision, the duties require the use of considerable judgment in supervising the activities of subordinate personnel and preparing and cooking food for large groups.

**TYPICAL DUTIES**

1. Supervises and participates in the preparation and cooking of food.
2. Supervises the storage of foods and supplies.
3. Supervises the cleaning of the kitchen and storage and dining areas.
4. Trains subordinate personnel.
5. Plans and assigns work schedules.
6. Maintains various records regarding food and supplies; prepares reports.
7. Takes cash register readings and checks all money before deposit.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES**

1. Thorough knowledge of the methods, materials, and equipment used in large-scale food preparation and cooking.
2. Considerable knowledge of the principles of dietetics and nutrition.
3. Ability to assign and supervise the activities of subordinate personnel.
4. Ability to assign and supervise the activities of subordinate personnel.
5. Ability to train subordinates.
6. Ability to maintain records and prepare reports.

**MINIMUM QUALIFICATIONS**

**Training and Experience**

Graduation from high school  
and

Three years of satisfactory experience in the large-scale preparation and cooking of food, including one year in a supervisory capacity.

**NOTE:** Experience, as outlined above, in excess of the three-year requirement, may be substituted for high school education on a year-for-year basis, up to a maximum of two years.

**NOTE:** Education, from a regionally accredited or New York State registered college or university, with major course work in nutrition and/or institution management, may be substituted for the non-supervisory experience described above on a year-for-year basis, up to a maximum of two years.