

CONTRACT APPENDIX TO THE FACILITY COOK EMPLOYMENT AGREEMENT

The Cook shall:

- Have skill and experience in quantity cookery.
- Have availability to prepare meals for additional functions and special events.
- Maintain a neat and clean appearance and wear a hair cover and uniform at work.
- Maintain and operate the kitchen in a clean, sanitary, and safe manner, which shall include the regular cleaning of the kitchen and the kitchen supplies and utensils.
- Promptly notify the kitchen steward of any maintenance problems or unsafe conditions in or around the kitchen.
- Present and maintain in good standing a food handler's health certificate.
- Operate the Fraternity's meal plan Monday through Friday (lunch and dinner). Lunch shall be served at _____ and dinner shall be served at _____.
- Unless otherwise advised by the Fraternity, each meal shall have _____ number of servings per meal.
- Report to work at _____ and shall leave at _____.
- Prepare planned meals alone except when the Fraternity assigns an assistant to assist with this duty.
- Ensure that planned meals are nutritiously balanced and healthy, and the meals shall regularly include salads and vegetables.
- Supervise the serving of the meals.
- Properly care for food supplies and leftovers.
- Work and coordinate with the kitchen steward with regard to ordering food and supplies. The Cook shall not order any food or supplies without the express consent and authorization of the kitchen steward.
- Develop menu suggestions for meal planning.
- Prepare main entrées and desserts.

- Diligently check and store food and supplies that are delivered to the Fraternity and promptly remit any purchase orders or receipts to the kitchen steward.
- Defrost and clean the refrigerator once a month.
- Observe kitchen and Fraternity rules, as determined by the chapter and alumni board, which rules shall be posted.
- Refrain from the use of alcohol or other drugs in and around the Fraternity.