

Job Title: Cook

Location: 8356 S. Stony Island, Chicago IL 60617

Reports To: Center Director

Employment Type: Full-Time or Part-Time

Position Summary:

The Cook is responsible for planning, preparing, and serving nutritious meals and snacks for children in accordance with DCFS regulations and USDA Child and Adult Care Food Program (CACFP) guidelines. This role ensures safe food handling, cleanliness, and kitchen compliance with health and sanitation standards.

Key Responsibilities:

- Prepare and serve breakfast, lunch, and snacks daily according to planned menus.
- Ensure meals meet children's nutritional needs and follow USDA/CACFP guidelines.
- Maintain accurate food temperature logs, menus, and inventory records.
- Accommodate food allergies and dietary restrictions per individual child care plans.
- Maintain cleanliness of kitchen, appliances, and food preparation areas.
- Order and stock food and kitchen supplies in a timely and cost-effective manner.
- Assist in meal planning and portion control in accordance with licensing requirements.
- Follow proper sanitation procedures including handwashing, dishwashing, and equipment cleaning.
- Comply with DCFS, local health department, and center policies for food handling and safety.

Qualifications:

- Age: Must be at least 21 years old.
- Education: High school diploma or GED preferred.
- Experience: Previous experience in institutional or commercial cooking preferred, ideally in a child care or school setting.
- Certifications:
 - Illinois Food Handler Certificate (required)
 - CPR and First Aid certification (preferred)
 - Completion of food safety training recognized by DCFS and IDPH
- Background Check: Must pass a DCFS fingerprint-based background check.

Skills & Competencies:

- Knowledge of nutrition, meal prep, and food safety.
- Ability to manage kitchen inventory and plan meals efficiently.
- Good time management, cleanliness, and organizational skills.
- Ability to work independently and collaboratively with center staff.

Working Conditions:

- Ability to lift and carry up to 40 lbs.
- Standing for extended periods and working in warm kitchen environments.
- May occasionally assist in classroom or help during special events.

Application Instructions:

Submit resume and references to dreambigscholasticacademy@gmail.com