

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT  
JOB ANNOUNCEMENT**



**Announcement #** 2017-163    **Issue Date:** 08-01-17    **Closing Date:** 08-14-17

**Correctional Facility Cook**  
**YN Corrections**  
**Department of Public Safety**  
**Hourly Wage: \$13.87/Regular/Full-Time**

Incumbent is responsible for the food service operation at the Yakama Nation Correctional Facility. Plans daily menus and prepares meals for inmates. Supervises kitchen aides and assigned trustees. Maintains records and logs relative to kitchen operations. Ensures sanitation standards are maintained.

**Knowledge, Skills and Abilities:**

- Knowledge of techniques and equipment used in preparation, cooking, and serving of food items.
- Knowledge of basic procurement principles and procedures.
- Knowledge of basic math.
- Knowledge of modern methods, materials, and equipment used in food preparation and service.
- Knowledge of health and safety principles and practices used involved in food preparation and service.
- Knowledge, in general, of maintaining inventory, records, and logs on food, supplies, and equipment.
- Knowledge of basic food values and nutrition.
- Skill in handling and preparing food utilizing healthy and safe techniques.
- Skill in operating assorted kitchen equipment.
- Skill in menu planning.
- Ability to work as a team member.
- Ability to work independently and productively with minimal supervision.
- Ability to work a rotating schedule when necessary.
- Ability to maintain a budget and be thrifty while ensuring adequate food supplies are kept on hand.

**General Recruiting Indicators:**

- Requires a high school diploma or equivalent **AND** 3-years work experience in a comparable position. **OR**, a combination of work experience and training totaling 3-years which demonstrates ability to perform duties of this position.
- Required to pass a pre-employment drug and alcohol test.
- Must possess a valid WA State Driver's License with ability to obtain a tribal driver's permit.
- Required to successfully pass a criminal back ground check.
- Required to successfully complete mandatory training for Food Service Certification within 6- months of hire.
- Must possess a current Food Handler's Card.
- Must possess and maintain a current first aid/CPR card or obtain one within 6-months of hire.
- Required to wear a department uniform.
- Required to take an annual physical to certify physical fitness.

**Special Requirements:**

- Requires working irregular hours, overtime, weekends, and holidays.
- Requires attending and successfully completing mandatory training.
- Required to sign a code of conduct and understand sanctions for misconduct.