

**ETHOS VEGAN KITCHEN**  
**JOB DESCRIPTION**  
**BAKER**

Title:	Baker
Reports To:	General Manager, Manager, Assistant Manager, Manager-On-Duty
Schedule Range:	Two hours before opening to one hour after closing
Employment Type:	Full-Time or Part-Time
Compensation:	Hourly Wage, based on tenure and experience

**POSITION SUMMARY**

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Prepare, portion and stock daily pars of dough and baked goods. Execute par levels of finished bakery items. Maintain the cleanliness and working order of the kitchen and its related work areas and equipment and the bakery display case. Perform other duties on an as-needed basis.

**DUTIES & RESPONSIBILITIES**

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- Consistently comply with our standard portion sizes, cooking methods, quality standards, and kitchen rules, policies and procedures.
- Prepare, portion and stock daily pars as identified on the Daily Bakery Prep List.
- Use the standard recipe card for preparing all products. Do not rely on the memory of yourself or other employees.
- Portion food products for execution according to standard portion sizes and recipe specifications.
- Follow proper presentation and garnishing for all items.
- Follow the opening and closing checklist for bakery stations and equipment.
- Safe and sanitary operation of range, ovens, and all other kitchen equipment.
- Stock and maintain adequate levels of food product at bakery stations.
- Handle, store and rotate all products properly.
- Maintain a clean, organized and sanitary kitchen including tables, shelves, range, griddle, ovens, refrigeration equipment and all other work area components.
- Maintain adequate levels of kitchen and cleaning supplies.
- Inform Manager-on-Duty immediately of any product shortages, food quality issues or equipment problems.
- Perform side work as required.
- Perform other duties as assigned by the Manager-on-Duty.
- Report to work on time as scheduled, in uniform, and ready to work.
- Comply with all company policies and attend all scheduled employee meetings.

**QUALIFICATIONS**

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- Have a minimum of two years experience in a commercial kitchen.
- Be able to work in a hot environment for long periods of time.
- Be able to reach, bend, stoop and easily lift up to 30 pounds.
- Be able to work in a standing position for long periods of time (up to 9 hours)
- Be able to communicate clearly and effectively in English.

