

Position Posting

Title: Cook  
Supervisor: Kitchen Manager

FLSA: Non-exempt  
Part-time, 22.5 hrs/wk. Average

**Summary of Position:**

St. Paul's Monastery is looking for a cook to prepare and cook a wide variety of meats, vegetables, soups and other food items from scratch. Many dishes are prepared utilizing fresh produce from a local CSA. The cook reviews menus to determine food requirements including the variety and quantity of food for preparation and to assemble supplies and equipment needed for daily cooking activities. The cook must display and replenish the food line as well as prepare desserts and bake breads. Hours are for Thursday Friday and Saturday as well as the option to pick up other shifts as needed.

**Knowledge, Skills and Abilities Required**

- High school diploma or GED
- Minimum of 1 year of experience directly related to the responsibilities and duties specified; experience in quantity cooking preferred
- Scratch cooking a must
- Knowledge of food preparation and presentation methods, techniques, quality standards, and safety and sanitation requirements.
- ServSafe knowledgeable
- Ability to safely use cleaning equipment and supplies.
- Reliable and honest team player with strong organizational skills
- Self-starter who can identify what needs to be done and do it.
- Appreciates and supports the Mission of the Sisters of St. Benedict in all areas of communication and public relations, whether written, spoken or observed.

For a more thorough understanding of St. Paul's Monastery please visit our website at [www.stpaulsmonastery.org](http://www.stpaulsmonastery.org).

**How to apply:**

Please e-mail cover letter and resume to the HR Manager at [humanresources@stpaulsmonastery.org](mailto:humanresources@stpaulsmonastery.org).