



13767W County Road B
Hayward, WI 54843

Job Description

Job Title: Baker
Department: Food Services
Reports to: Director
Grade: 4
Position Type: Key

Basic purpose or function: Provide the highest level of food quality and presentation for the A la Carte Restaurant and Buffet and for Conference Center functions, while demonstrating leadership to the kitchen staff

JOB RESPONSIBILITIES:

- To consistently produce the highest level of food quality and presentation.
- Ensure kitchen staff is following proper sanitation techniques including labeling and rotating food stores.
- Encourage good work habits in all Team Members.
- Ensure completion of all work related forms: daily log, waste sheets, temperature control
- Follow standardized recipes.
- Complete all requests from the Executive Chef.
- Report to work clean, in a neat uniform, with long hair pinned back and proper head cover.
- Maintain a good attendance record and work the scheduled shift.
- Ensure appliances are turned off, work surfaces are cleaned, food items labeled and stored, and all prep work is completed for the following day, before leaving for the day
- Comply with all policies and procedures of the Sevenwinds Casino, Lodge and Conference Center.
- Standardize and record ingredients and procedures for existing and any new recipes for consistency
- Responsible for the preparation of all baked goods and assorted desserts to supply to the Buffet Room, Wigwam and Convention center events.
- Date and label desserts and check to ensure freshness and quality is maintained
- Fill in for Buffet Line openings as scheduled or when needed
- Proof and bake rolls, cookies, Oreo bars, Turtle bars, Pecan pies, Tira Misu cakes, Bread Pudding, Fruit Crisps, Frosted Cakes, new desserts, and special desserts ordered for VIP Events, e.g., Sugar Free pies, Poke cake, Carrot cake, Cheese cake
- Participate in month end physical inventories for the Food Services Department
- Performs other duties as assigned

Minimum Qualifications:

- Culinary degree
- Exhibit high standards of excellence
- Demonstrate ability to resolve disputes respectfully and professionally
- Highly organized self-starter that takes initiative
- Ability to train staff members to work cleanly and efficiently, using quality ingredients, with attention to preparation
- Ability to keep company information Confidential
- Exceptional organizational and communication skills, both written and verbal
- Positive demeanor in interactions with Team Members and external customers
- Successfully complete Title 31 training
- Must obtain a gaming license