



13767W County Road B  
Hayward, WI 54843

## Job Posting

Job Title:	Cook
Department:	Food & Beverage
Reports to:	Kitchen Supervisor
Pay Rate:	Depending on Qualifications
Opening Date:	03/30/2023
Closing Date:	Until Filled

---

**Basic purpose or function:** Prepare items to order for guests in a quick and accurate manner while following established portion control, quality control and sanitary measures

---

### **Job Responsibilities:**

- Change into provided uniform including hairnet and white cap
- Always maintain sanitary measures including continually washing hands, use of food service gloves, and proper rotation of food stores.
- Open work station for appropriate service times.
- Gather ingredients for appropriate menu items for established service times.
- Prepare and maintain equipment following demand, quality control and sanitation. Report any malfunctions to the Food & Beverage Director.
- Prepare menu items used throughout the day including soup of the day, chili and special.
- Prepare food items as ordered from register screen ticket.
- Document mistakes, inform Food & Beverage Director of a-pattern errors.
- During slow periods prep work must be completed following established prep list including pre portioning appetizers.
- Maintain a clean and neat work area following sanitary measures.
- Filter and change grease as needed for each shift.
- Maintain constant team work.
- Maintain daily reports.
- Man work area at all times.
- Close work station at end of service time.
- Maintain communication with Food & Beverage Director.
- Report any incidents and/or suspicious activity to Food & Beverage Director.
- Safeguard assets located within department
- Complete any other duties as directed.

### **Minimum Qualifications:**

- High School Diploma or equivalent.
- Minimum of 18 years of age.
- Strong customer service experience with direct guest interface.
- Must be able to stand long periods of time.
- Must be able to lift 50lbs or more.
- Must be dependable, organized, detail orientated, and accurate.
- Present a clean, neat, and professional image.
- Must be able to work a flexible schedule if needed.
- Excellent oral communication and written communication skills.
- Must complete Title "31" training.
- Must obtain a non-key gaming license.

**Native American preference applies to all candidates who apply.**

Apply online at:

[www.sevenwindscasino.com](http://www.sevenwindscasino.com)

Our Team

If you are unable to apply online, submit information to:

Human Resource Department  
Sevenwinds Casino, Lodge & Conference Center  
13767W County Road B  
Hayward, WI 54843

Doug Merrill, Training & Development Specialist  
715-634-5643 Ext. 6121

Tina Coss, Human Resource Manager  
715-634-5643 Ext. 6107