



Job Title: Baker
Status: Part-time, Non-exempt

Department: Food Service
Reports to: Food Service Manager

Position Summary: Reporting to the Food Service Manager and the Chef on duty, the Baker prepares a variety of baked goods and desserts for retreat guests and campers. When time allows, the Baker may also participate in other aspects of meal service at Skycroft by assisting with food preparation, serving meals and preparing and cleaning the kitchen and dining areas.

General Purpose: To provide delicious baked goods to Skycroft retreat guests as part of their greater dining experience.

Specific Duties & Responsibilities:

- Prepare and produce baked goods such as cakes, cookies, pies, pastries, rolls and breads
- Follows established recipes and develops new recipes
- Decorates, glazes and applies icing to baked goods
- Monitor oven temperatures, speed settings, mixing machines and other baking equipment
- Clean and maintain baking equipment and utensils
- Evaluate ingredients and food for quality
- Assist in preparing and serving meals to retreat guests including preparing buffet lines and salad bar, monitoring buffet lines during meal service, cleaning serving lines and beverage stations, washing and sanitizing pots and pans, etc.
- Maintain the cleanliness, health and safety standards of Skycroft as well as those mandated by the state and county health departments
- Perform other duties as assigned

Minimum Qualifications

- High school degree or equivalent
- Previous experience as a chef, baker, baker's assistant or relevant work experience in the food service industry preferred
- Knowledge of proper food-handling procedures and health and safety regulations
- Ability to multitask, prioritize and manage time efficiently
- Initiative to identify and complete tasks without prompting
- Good character, practicing integrity and adaptability with a positive attitude
- Physical endurance to stand for entire shift
- Ability to work weekends

Physical Demands: While performing the duties of this job, the employee must be able to physically lift up to 30 pounds and will be required to stand and walk for long periods of time; use hands; reach with hands and arms; stoop; kneel; crouch; handle cold or hot items; handle sharp objects; and talk, see and hear.

Work Environment: While performing the duties of this job, the employee works regularly indoors and may work under extreme variations in temperature. The employee may work with or

around commercial food preparation or cleaning equipment. The employee may occasionally work with toxic or caustic chemicals such as cleaning sprays. The noise level ranges from quiet to loud.

General sign-off: This employee is expected to adhere to all company policies of Skycroft Conference Center and the Baptist Convention of Maryland/Delaware

I have read and understand this explanation and job description.

Signature: _____ Date: _____