

# Job description

Requirements

**Specific Hours: 5am-1230pm, 5 Days per week (incl. weekends, as necessary)**

**Primary Functions:** Job Overview

We are looking for an experienced and qualified candidate as a Baker to join our Bakery Department.

This individual should be an experienced baker with the ability to bake a variety of breads and pastries on a daily basis. Must also ensure that we consistently offer fresh, crisp, tasty and delicious goods to our customers.

## Responsibilities

- Prepare baked products and goods based on needs of the business.
- Set oven temperatures to ensure precise baking.
- Assist in creating a production schedule and set up a quota for the number of items to be produced on a daily basis.
- Maintain a clean and hygienic workstation in accordance with health and safety regulations.
- Work with production staff to ensure products are up to our bakery standards.
- Maintain the baking equipment to ensure baking operations run smoothly.
- Provide job training of baking techniques to the new employees.
- Stock product on shelves and displays
- Record all the operations of baking accurately as necessary.
- Maintain and update accurate baking records.

## Requirements

- High School Diploma.
- 3 years of work experience as a Baker or a similar role in the Bakery Department.
- Professional Certification from a culinary school is preferred, but not necessary.
- Knowledge of professional baking equipment
- Outstanding understanding of food safety practices and rules.
- Good time-management skills.
- Ability to remain calm and focused in a fast-paced workplace.
- Great interpersonal skills.
- Exceptional oral and written communication skills.
- Strong organizational skills.

- Ability to work in a team or individually as and when required.
- Ability to manage and handle multiple tasks.
- Outstanding problem-solving skills.
- Exceptional attention to detail.
- Hard-working individual.

**Essential Functions:** Maintains compliance with company policies and procedures with respect to department operations, quality and safe food handling, to ensure compliance state, federal and OSHA safety and sanitation regulations. Maintains a high-quality of service-oriented attitude at all times. Responds promptly to customer needs and questions including answering the department phone, transferring calls and taking accurate orders. Any other duties as assigned. Must be self-motivated, flexible, conscientious, organized, and have a good attention to detail. Also, must have good interpersonal and communication skills, and interface well with management, co-workers, and the public. The Full-Time Baker must have the ability to work in a fast-paced environment and have good judgment.

**Physical Requirements:** Ability to be in a stationary position and/or move about for various intervals. Ability to utilize the phone (requiring auditory and verbal senses) Ability to utilize computer for various intervals (requiring finger dexterity/visual acuity) Ability to lift up to 50 lbs. Ability to travel independently (via car) Regular and predictable attendance is expected.

*Disclaimer: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This description reflects management's assignment of essential functions; it does not exclude or restrict the tasks that may be assigned.*

Job Type: Full-time

Pay: \$16.00 per hour

Expected hours: 40 per week

Benefits:

- 401(k) matching
- Bereavement leave
- Dental insurance
- Employee discount
- Flexible schedule
- Health insurance
- Opportunities for advancement
- Paid time off

- Referral program
- Vision insurance

Schedule:

- 8 hour shift
- Monday to Friday
- Weekends as needed

Application Question(s):

- How many years of Baking experience do you have?

License/Certification:

- Driver's License (Required)

Work Location: In person