Classification Specification: Sr. Baker

Classification Number: 42332  
Pay Grade:  
Effective Date: April 14, 2014  
Current Exemption Status: Nonexempt

Position Summary

Prepares, bakes and packages products for the entire University establishment.

Essential/Primary Duties

– Bakes menu items for various University dining establishments.
– Bakes products and decorates cakes for catering.
– Assembles and plates desserts for catering.
– Packages products and prepares selling display cases.

Experience and Education

Experience
– One year related experience required

Education
– High school diploma or GED required

Physical Requirements

Moderate work: occasionally working in difficult position and/or with physical demands such as continuously lifting/moving materials from 25 to 50 pounds and occasionally lifting/moving materials greater than 50 pounds.

Working Conditions

Work is generally performed in a well lit, temperature-controlled indoor environment with occasional exposure to the outdoors and/or any number of elements.
Essential Competencies

— Knowledge of basic mathematical skills
— Knowledge of basic reading skills
— Ability to carry out verbal and/or written instructions
— Ability to effectively communicate, verbally and written
— Detailed-oriented and highly accurate
— Ability to work in changing environment
— Ability to work effectively in a team environment
— Ability to interact effectively with students, faculty and/or staff or the public and represent BGSU appropriately
— Ability to coordinate or lead others in accomplishing work activities
— Knowledge of basic computer skills
— Ability to demonstrate culinary skills such as food preparation, seasoning and cooking and proper storage
— Ability to operate various culinary equipment

Supervisory Responsibility

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<tr>
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<th>Full-Time</th>
<th>Part-Time</th>
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<tbody>
<tr>
<td>Providing Direction</td>
<td>None</td>
<td>None</td>
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<tr>
<td>Responsibility for Student Workers</td>
<td>Baker's Assistant</td>
<td>None</td>
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Provides work direction and may schedule and/or provide formal feedback.