

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.

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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

Full-Time

None

Part-Time

None

Providing Direction

Full-Time

Baker's Assistant

Part-Time

None

Responsibility for Student Workers

Provides work direction and may schedule and/or provide formal feedback.