



University of Great Falls

The University of Great Falls is a four-year, private, Catholic university located in Great Falls, Montana. We describe ourselves as a place of “uncommon courage” committed to preparing students for living and making a living. Applicants must possess a personal philosophy compatible with a Catholic university environment.

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Position title: Cook/McLaughlin-Pizza Parlor

Hours:	TBD, must be able to work evenings/weekends
Current Department:	Food Service
Supervisor:	Food Service Manager
Uniform:	Black Pants, Black Chef Coat, Solid Shoes

Job Description: Under the supervision of the food service manager, the Cook/McLaughlin Pizza Parlor is responsible for preparing all items at all times, while overseeing the various shifts to ensure operation, service, production, and closing standards are met.

General Position responsibilities:

- To assist in the food service operation by cooking, serving customers, student training, completing prep and closing duties.
- To maintain stock levels and cleanliness throughout the shift.
- To assist with having the food service ready to serve customers by serving time.
- To assist in the preparation, delivery, and serving of campus refreshments and catering when necessary.
- To observe all health codes as directed by supervisor.
- Work as a team with other food service staff.
- Other duties as assigned by supervisor.
- Scheduling all students during work hours and game concessions without exceeding the maximum hours.
- To make deposits for daily sales and concessions.

Working conditions:

- Generally pleasant
- May be subject to frequent interruptions in order to give service.
- Rush times may produce stress challenges which the employee is expected to meet with unflinching patience and competent customer service.

Disclaimer: *The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not*

intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.

Must perform the essential duties and responsibilities with or without reasonable accommodations efficiently and accurately without causing a significant safety threat to self or others.

Please submit a resume, cover letter and three professional references to ugf.hr@ugf.edu or Human Resources 1301 20th Street South, Great Falls MT 59405