

Baker
JOB DESCRIPTION

Purpose: To safely and efficiently produce high quality freshly baked goods including breads, pastries, cakes, and cookies by following established recipes, ensuring a consistent product for our customers.

Status: Reports to Department Manager
Full-Time/Part-Time
Pay Level II, hourly

RESPONSIBILITIES

I. BAKING & PRODUCTION

1. Produce baked goods by accurately following established recipes and measuring & mixing flour, sugar, and other ingredients.
2. Knead dough by hand or with equipment, such as a hand or stand mixer.
3. Operate ovens, proofers, and mixers while closely monitoring baking times and oven temperatures.
4. Apply icings, glazes, decorations, and fondant to pastries & cakes with a keen artistic eye.
5. Utilize basic math skills for accurately scaling recipes up or down based on production needs.
6. Develop new recipes or modify existing ones based on culinary trends or customers' allergies.

II. CUSTOMER SERVICE

1. It is the responsibility of every City Center Market employee to ensure that our customers are always well served.
2. This is done in primarily four ways:
 - a. Actively interacting with customers daily so that each customer feels welcome, looks forward to returning, and has their needs met.
 - b. Performing the tasks assigned to this position in an exceptional manner.
 - c. Actively educating yourself about City Center Market's products, natural foods, nutrition, and food preparation to best answer our customers' questions.
 - d. Using your time at work productively and efficiently to spend as much time as possible with customers and so that business resources are used well.

III. DEPARTMENT MAINTENANCE & INVENTORY

1. Continuously check ingredient quality and assist with managing inventory to prevent out of stocks.
2. Maintain workstations in a clean and sanitary manner, cleaning & maintaining baking equipment such as rolling pins and kitchen scales.
3. Ensure that storage and display areas are maintained in a clean and orderly condition, meeting health department standards.

4. Follow all strict food safety and sanitation guidelines, including those of the Occupational Safety and Health Administration (OSHA) and the U.S. Department of Agriculture.

IV. OTHER

1. Assist with quarterly inventory counts.
2. Attend department meetings, storewide meetings, and training as scheduled.
3. Perform other tasks assigned by Department Managers, the General Manager, or the Operations Manager.

DESIRED SKILLS AND EXPERIENCE

- Strong knowledge of baking techniques, pastry-making, and the ability to follow recipes accurately.
- Familiarity with food safety and sanitation standards.
- Hands-on skill with commercial baking equipment like ovens and mixers.
- Excellent communication skills.
- Demonstrated capacity for teamwork.
- Artistic skills for pastry decorating and presentation.
- Demonstrated attention to detail and good organizational skills.
- Willingness and ability to grow to meet the changing requirements of the job.

ESSENTIAL PHYSICAL REQUIREMENTS

- Ability to process information through computer systems and point-of-sale systems.
- Ability to read, count, and write accurately to complete all documentation.
- Ability to access all areas of the store including sales floor, backroom, and office areas.
- Ability to frequently lift 50+ pounds.
- Ability to frequently bend, stoop, reach, and crouch.
- Ability to work in hot kitchen environments as well as cold environments (coolers and freezers).
- Ability to stand for prolonged periods of time.