



The
Brinton
Museum

Job opening: Prep Cook at The Brinton Bistro

The Brinton Museum connects the past, present and future of the American West through its historic Quarter Circle A Ranch, Fine Art, and American Indian Art Collections.



POSITION SUMMARY: The Prep Cook at The Brinton Bistro is responsible for preparing food in line with the Bistro concept which includes menu items that are sourced from our own gardens, made from scratch items with fresh ingredients, and innovative spins on classic comfort food. The Prep Cook is responsible for setting up and prepping for daily service, executing service, communicating with servers about specials and soups, maintaining cleanliness standards, breakdown of kitchen after service, proper food storage, and equipment shut down.

ESSENTIAL DUTIES AND FUNCTIONS:

- Prepare food according to standards and maintain consistency for the Bistro and special events.
- Maintain organization and cleanliness in coolers, freezers, dry storage and on the line.
- Maintain cleaning throughout service, including assisting with dishes when needed.
- Assist with deep cleaning in accordance with schedule.
- Assist with receiving and properly putting items away in their proper place.
- Be conscientious of food allergies.
- Maintain clear communication with the Executive Chef making them aware of issues and/or concerns that may impact the kitchen or Bistro overall.
- Build and maintains rapport and respect with front of the house staff to create an exceptional experience for all guests in the Bistro.
- Maintain professional appearance at all times.
- Maintain awareness of timing and the impact it has on the front of the house staff.
- Ensure compliance with health, safety, sanitation and alcohol awareness standards.
- Anticipate guest needs and responds promptly to those needs.
- Work in conjunction with other departments wherever necessary and maintains good working relationships.
- Report maintenance, hygiene, and hazard issues to the Facility Manager.

WORK SCHEDULE

- Thursday to Monday, 8am to 4pm for lunch and brunch service (part time work available)
- Potential for additional catering shifts one or two evening event(s) a week (usually Fridays and/or Saturdays)

DESIRED EDUCATION AND EXPERIENCE:

- Experience in a fast-paced environment required
- 1 year of experience in a from-scratch kitchen preferred
- Culinary education a plus

QUALIFICATIONS AND SKILLS:

- Willing to learn and take direction
- Friendly, can do attitude that is focused on team success
- Able to multitask and work under pressure
- Performs tasks quickly and efficiently
- Maintains a sense of urgency
- Organized and attention to detail
- Able to adapt to multiple situations and changing dynamics (adaptive)
- Has reliable transportation to commute to Big Horn, WY
- Has reliable telephone for communicating with Executive Chef

COMPENSATION AND BENEFITS:

\$14-16.50 hourly pay based on qualifications.

***Qualified candidates please email cover letter and resume to
receptionist@thebrintonmuseum.org***

To learn more about The Brinton Museum go to thebrintonmuseum.org