



Small Camp Head Cook - Remote Camp Services

Location: In or near Nondalton, AK

Position Overview:

Prepare and Serve Freshly Cooked Meals and clean, sanitize resident rooms, restrooms, and common areas in a small remote site work camp residents.

This is a rewarding position for those who love to cook and make the housing environment a clean and comfortable place for people at work and away from home.

Head Cook duties

- Prepare, cook, and present quality food in quantities per menu and number of people to be served.
- Plan a menu taking advantage of leftover foods and foods in season.
- Orders supplies and keeps records and accounts.
- Direct and train the activities of workers assigned to the shift.
- Provide excellent customer service.
- Ensure food safety, a safe workplace, and a positive team atmosphere.

Housekeeping duties

- Sort, count, fold, carry linens; organize cart/storage
- Making beds
- Cleans lobbies, lounges, restrooms, corridors, and stairways
- Sweep, scrub, mop floors
- Clean rugs, carpet, upholstered furniture, and draperies or blinds
- Dust furniture
- Wash walls, ceiling, and woodwork
- Wash windows, door panels, and sills
- Empty wastebaskets
- Empty and clean ashtrays if required
- Transport trash and waste to the disposal area
- Replenish bathroom supplies
- Clean and sanitize restrooms
- Audit housekeeping report against billeting each day
- Inventory stock to ensure adequate supply
- Provide excellent customer service
- Ensure food safety, a safe workplace, and a positive team atmosphere
- Carry out all activities in compliance with laws, regulations, company vision, values, guiding principles, and policies and procedures



The Head Cook must be able to perform each essential duty satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

In addition to the duties performed, the individual must physically and mentally work away from home, family, and friends for extended remote rotation. Twelve hours daily, seven days a week, usually working a three week on and three weeks off rotation.

Education and/or Experience Associate's degree (A. A.) or equivalent from two-year college or technical school; or six months to one-year related experience and/or training; or equivalent combination of education and experience. Formal craft training is preferred.

- ServSafe Required
- Valid Drivers' License and clean driving record may be required
- First Aid Certification may be required
- CPR Certification may be required