

Job Title: Baker

Purpose of Role: To prepare bread, pastries and desserts by designing, producing and maintaining production and artful presentation.

Key Responsibilities and Objectives:

Achieve bakery objectives by

- Preparing, producing and baking breakfast pastries, breads, rolls, loaves, muffins, doughnuts and croissants;
- Ensuring standards and specifications are upheld with product and service;
- Adhering to customer service standards;
- Determining baking technique improvements.

Designing bread, pastry, and dessert presentations by:

- Reviewing advance orders and specifications;
- Preparing orders to customers satisfaction;
- Consulting with the Bakery Manager when determining the amount and type of breads, pastries and desserts to be produced.

Meet bakery financial objectives by:

- Ensuring adequate baking supplies are on hand, and are handled to specifications;
- Contribution to inventory and budgeting preparation;
- Proposing corrective actions;
- Maintain appropriate stock levels to prevent food waste and ensure product is rotated to Company standard;
- Assisting the Bakery Manager with pricing structures.

Maintaining production levels by:

- Providing breads, pastries, puff pastry, doughnuts, cakes tortes and cookies by mass production;
- Keeping breads, cookies, muffins, loaves, doughnuts fully stocked with fresh product at all times, following the merchandising plan designed by the Bakery Manager.
- Designing and implementing new recipes upon Bakery Manager's approval.

Undertake such general duties as:

- Bakery personnel are courteous to customers and that all customer requests/complaints are handled promptly and professionally;
- Maintaining a consistent cleaning and sanitation program in compliance with store and environmental department regulations;

- Clean, bread-down and put away all baking equipment including: ovens, mixers, proofer, floors, freezer, and refrigeration.
- Building team spirit and high morale through excellent oral and written communication with each team member individually and as a group;
- Abiding by all companies as stated in the Employee Handbook
- Undertaking any reasonable project or tasks as assigned by the Bakery Manager.

Bakery Qualification/Skills:

- A minimum of two (2) years of baking experience
- Demonstrated knowledge of, and skill in, safely and effectively operating standard foodservice equipment;
- Food-handling formal training;
- Adaptability;
- Decision-making ability
- Ability to effectively communicate with our team and guests;
- Self-motivated
- High energy level
- Ability to multi-task
- Ability to plan and problem solve

This is not an all-inclusive list of job responsibilities. New responsibilities may be added or changes may be made by management at any time according to the needs of the business.

As a retail business, we require flexibility and teamwork to ensure the best possible service for all our customers.