

Yellowstone Kelly's Catering
National Fire Catering
Job Titles / Duties / Pay Scales 2017

Yellowstone Kelly's Catering is looking for new team members. Our national fire contact period begins in early June, and runs September. We are looking for capable people to be available for that period or a portion of it. All operations have the need for cooks, food preparation personnel, drivers and a lot of general labor personnel. We also require truck drivers with class A CDL who may double as cooks or general laborers.

Fire Camp employees must be prepared to work shifts of 8 to 16 hours per day, seven days per week when the kitchen is under dispatch. This often includes long hours on your feet, lifting, loading and unloading supplies, ware washing, equipment cleaning, food serving, food preparation and sack lunch assembly.

Fire employees are required to have a tent, sleeping bag and sleeping pad or cot. We live in campout conditions while on fire operations.

The pay depends on experience, but usually starts around \$10.00 per hour base with a health and welfare stipend of \$4.27 per hour added on during the first 40 hours of a work week. After 40 hours have been worked during the week the overtime pay rate is 1.5 times the base. Paid holidays are included. Our work week runs Sunday through Saturday.

Interested personnel should fill out our application including a brief work history and personal and work references.

Cook 2 - \$12.65 / hr.

Responsible for preparation and production of food items (menus):

- A. Cooking of Menued food items
- B. Utilization of food products and leftovers (quality control).
- C. Supervise employees when designated shift leader.
- D. All sanitation duties assigned by unit leader.
- E. Equipment upkeep and minor repairs and maintenance
- F. Input into menu planning
- G. Other job related duties assigned by unit supervisor
- H. Should have a certificate from the Food Protection Certification Program or Equivalent

Cook 1 - \$11.22 / hr.

Responsible for assisting in production of food.

- A. Preparation of entrees, salads, other menu items as assigned by Cook 1 or supervisor and store keeper
- B. Unit sanitation duties and equipment upkeep
- C. Other job related duties assigned by Cook 1 or supervisor
- D. Should have a certificate from the Food Protection Certification Program or Equivalent

Food Service Worker - \$10.00 / hr.

- A. Assist in dishwashing, food storage duties, kitchen sanitation, and area maintenance.
- B. Assist in setting up and taking down camp
- C. Help load and unload vehicles.
- D. Help provide service during feeding time
- E. Other duties assigned by supervisor.

Truck driver, Tractor-Trailer \$17.94 / hr.

- A. Must have a valid and appropriate CDL (Class A or Double's)
- B. Responsible for transportation of equipment and supplies in motorized vehicles
- C. Responsible for securing all loads before moving
- D. Responsible for all pre-trip inspections of equipment
- E. Must keep cabs and windows clean at all times
- F. Storeroom duties assigned by supervisor
- G. Vehicle upkeep and general maintenance
- H. Other duties assigned by supervisor.

Managers - Salary

Overall Responsibility of a unit or profit center

- A. Purchasing of supplies and food products (direct or requisition)
- B. Menu planning and leftover utilization, quality control
- C. Supervision of all employees (standards, policy, schedules)
- D. Unit sanitation and equipment upkeep (see checklists)
- E. Record keeping and accounting for unit or profit center
- F. Communication and public relations with client
- G. Must maintain logs and maintenance checks for the equipment
- H. Other job related duties assigned by direct supervisor.
- I. Must have a certificate or equivalent of from the Food Protection Certification Program

Additionally, YKC follows Wage Determination No.: 1994-2317, allowing for a \$4.27/hr. (or prevailing) health and welfare allowance up to 40 hours per week dispatched on a federal contract.

Alcohol Free / Drug Testing Program with DISA. Employees are not permitted to use alcohol or illegal drugs during working hours and will be terminated if suspected of or found to be under the influence of or possessing any intoxicant, controlled substance, or drug (except as prescribed by a licensed physician) either during working hours or while driving a Yellowstone Kelly's Catering vehicle. This includes drinking during or immediately prior (within 8 hrs if driving a vehicle) of a scheduled shift or trip.

While on site, base or fire camp, alcohol and drugs are not permitted on the premises – possession of illegal substances on site by any employee is grounds for IMMEDIATE termination and removal from camp.

Sexual Harassment in the work place: It is the policy of Yellowstone Kelly's Catering to not tolerate verbal or physical conduct by any employee, visitor, or any other individual involved with our business that harasses, disrupts, or interferes with another's work performance or that creates an intimidating, offensive, or hostile environment. Sexual harassment and any other type of harassment on the basis of membership in a lawfully protected category are prohibited.

Safe Food Handling: Leads are required to complete ServSafe Food Management training. Food handlers are required to complete a food handler's course. All Yellowstone Kelly's Catering employees are required to complete a food handler's course