



Cookie Baker

About the Role:

Here at A Heidi Cookie, we've created a name for ourselves with beautifully decorated, great-tasting cookies and now we are growing. We are looking for a baker to join our small but mighty bakery in Chesterland, OH currently located on Patterson's Fruit Farm. Every member of our team works together to ensure our customers only get beautifully decorated, great-tasting cookies! If you are artistic, love decorating cookies, and enjoy working with others come to grow with us!

Summary:

We would like to expand our small team by hiring a baker to help produce our beautifully decorated cookies. We value all of our team members and to thrive in this role you should also be a team player. We value everyone's success and know that you are only successful when everyone around you works together. We are open to an experienced decorator who would enjoy a part-time position. We are also open to training a new decorator just starting out and enthusiastic to learn. We are flexible to the right candidate who is eager to support an amazing team and has the ability to inspire and support those around them.

Responsibilities:

- Maintaining and coordinating the weekly bake schedule, ingredients, and kitchen preparation.
- Bakes cookies both as the only baker in the kitchen or leading a small team of assistants, depending on the order size.
- Prepares dough for baking by mixing ingredients, kneading, wrapping, and chilling.
- Rolls dough.
- Cuts cookies using cookie cutters as determined by orders.
- Bakes cookies in a commercial oven.
- Cools and checks cookie quality to ensure even baking, perfectly baked shapes, and quality texture and color.
- Unloads stock, codes date, and rotates ingredients to ensure product freshness.
- Follows all procedures to eliminate out-of-stocks, maintains presentation, and an accident-free environment.
- Finishes and packages products according to established procedures.
- Inserts product into and retrieves product from the cooler to preserve freshness.
- Actively supports a culture of safety that includes, but is not limited to food safety, team safety, and customer safety.
- Remains compliant with standard operating procedures and policies.
- Actively participates in, and promotes, an environment that embraces diversity, inclusion, and respect for all team members, customers, vendors, and the community.
- Maintains cleanliness of equipment, utensils, and floor (to ensure safety), as well as ensure sanitation regulations are met by following daily checklists.

- Performs housekeeping duties and maintenance functions as needed to maintain kitchen organization, cleanliness, and safety.

Minimum Qualifications:

- Ability to work up to 32 hours a week. (Typically M-F but flexibility will be required, occasionally on weekends and holidays as determined by customer demand.)
- **Experience Required:** 0 to 6 months.
- **Experience Desired:** Prior experience working in Bakery.
- **Education Required:** No High School diploma required.
- Lifting Requirement: Up to 50 pounds.
- **Additional Physical Requirements:** Standing, bending, and baking in a hot and fast-paced commercial kitchen for extended periods of time.
- **Age Requirement:** At least 18 years of age.
- Works neatly and collaboratively with others.
- Skilled in managing time and large cookie orders with a standard time period.
- Attention to detail.
- Basic math skills
- Must be well-groomed and adequately tend to personal hygiene.
- Activewear, baggy articles, and wrinkled or dirty clothing will not be tolerated.
- Hair and nails must be clean and neatly maintained according to health codes.
- No facial piercings except small, non-dangling earrings, and no gauges.

You Can Expect:

- On-the-job training.
- Safe work environment.
- Flexible working hours.
- Casual work attire.
- Growth opportunities.

Contact Us:

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