Kitchen Assistant at Muddy's Bake Shop

What is the job, in a nutshell?
Love & serve our community by slicing, dicing, scaling, and prepping important ingredients for our bakers to use in our outrageously delicious food. Work as part of a fast-moving, collaborative team of professional bakers. Great position for someone looking to begin their career in baking!

What skills & characteristics do I need?

- accuracy and an eye for detail
- dependable, prompt, & reliable; strong attendance record
- calm under pressure, steady pace, and a positive attitude
- great cleanliness habits (food safety knowledge a plus!)
- good team skills, cooperation, and eagerness to learn from others
- pride in excellent craftsmanship & good work
- able to safely: work with knives & hot ovens; bend, twist, & reach; lift 50 lbs throughout shift; work on feet for 6+ hrs; work with nuts, dairy, coconut, soy, chocolate, flour

On-shift tasks will typically include

- measure ingredients accurately to the 2nd decimal place using digital scales
- measure smaller quantities of spices accurately using measuring spoons
- use basic math to divide or multiply recipes
- follow prep recipes exactly and ask for help when needed
- slice, dice, mix, and smash fruits, vegetables, butter wedges, etc
- thoroughly clean equipment, dishes, and work areas; keep workspace tidy
- put away clean dishes & equipment
- restock key ingredient bins & containers using first in-first out
- help take out trash, sort compost, and break down boxes
- “tray up” cupcake bases and clean pans
- scoop cookie dough

What else is expected of me?

- take & pass ServSafe certification training (Muddy’s will pay fees)
- greet guests and make them feel welcome
- actively participate in team meetings & workshops
- practice excellent kitchen safety & etiquette
- give & receive feedback graciously
- maintain neat, tidy personal appearance in line with dress code
- contribute positively to the atmosphere of community at Muddy’s
- own your actions, experience, and growth!

*some in this role may choose to pursue additional training and advance to “baker” position, but is not a requirement*
**ESSENTIAL DETAILS**

**What is my schedule?** Our normal operating hours are Tue-Sat 5am-7pm. We are currently open to the public Thu-Sat. We strive to stay in the sweet spot of schedule stability for staff + flexibility to deliver great results for the customer and team.

- Full time: Tue-Sat / Part time: usually Wed-Sat or Thu-Sat
- All Muddy’s employees are expected to work most Saturdays- no exceptions.
- We do NOT grant time off the week before Thanksgiving or the week before Christmas (we do close for the holidays) … it’s all hands-on deck!
- We rarely work late nights and everyone is off Sun/Mon

**How am I compensated?**

- Starts at $10/hr
- Earn increases: complete 90 day seasoning and develop skills/performance (ie: increase speed & knowledge, etc)
- Perks available from day 1: begin accruing PTO, Memphis Plan healthcare, ServSafe reimbursement
- Perks available after 90 days: Staff bonus program, Staff discount, Continuing education opportunities, My City Rides scooter purchase program, Work shoe reimbursement/ allowance, Retirement match program (after 1 year)

**Who SHOULD apply?**

<table>
<thead>
<tr>
<th>This job might be a GREAT fit for you if...</th>
<th>You won’t be happy in this position if...</th>
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<tbody>
<tr>
<td>• you don’t mind repetitive activities and tasks</td>
<td>• doing repetitive tasks gets real old real fast</td>
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<tr>
<td>• keeping a consistently quick pace sounds totally doable</td>
<td>• you easily lose focus or get distracted by activity around you</td>
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<td>• you find a job well done extremely satisfying</td>
<td>• bending, lifting, and walking briskly throughout a shift wears you out</td>
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<td>• you can always find productive things to do during down time</td>
<td>• you’re looking for a short term/temporary job (less than a year)</td>
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<td>• paid workshops to learn job skills &amp; leadership sounds like an awesome perk</td>
<td>• you value being part of a healthy, professional, enthusiastic team</td>
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