



Australian Government

SITHCCC309 Work effectively as a cook

Release 1

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Modification History

The version details of this endorsed unit of competency set are in the table below. The latest information is at the top.

Version	Comments
1.0	<p>E</p> <p>Replaces and is equivalent to SITHCCC028A Prepare, cook and serve food for menus.</p> <p>Title changed to better reflect the intent and content of the unit. Fourteen prerequisite units removed. SITXFSA101 Use hygienic practice for food safety retained as a prerequisite. Minor adjustments to expression of content to streamline and improve unit.</p>

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to work as a cook. It incorporates all aspects of organising, preparing and cooking a variety of food items across different service periods and menu types, using a range of cooking methods and team coordination skills. The unit integrates key technical and organisational skills required by a qualified commercial cook. It brings together the skills and knowledge covered in individual units and focuses on the way these must be applied in a commercial kitchen.

Application of the Unit

This unit applies to cooks in hospitality and catering organisations who operate with some level of independence, often under the guidance of more senior chefs. Menus may be classical, contemporary or ethnic and service may be formal or informal.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

This unit must be assessed after the following prerequisite unit:	
SITXFSA101	Use hygienic practices for food safety

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Elements describe the essential outcomes of a unit of competency. Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

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| 1. Organise and prepare for food service or production. | <p>1.1 Determine and calculate commodity quantities and determine requirements for quality and style according to recipes and specifications.</p> <p>1.2 Prepare a job checklist for food that is clear, complete and appropriate to the situation.</p> <p>1.3 Liaise with other team members about menu requirements and job roles.</p> <p>1.4 Develop and follow a work schedule to maximise efficiency, taking into consideration roles and responsibilities of other team members.</p> <p>1.5 Complete <i>food organisation and preparation</i> according to different <i>food production and service requirements</i>.</p> |
| 2. Cook and present menu items for food service or production. | <p>2.1 Select and use appropriate commercial equipment to produce menu items.</p> <p>2.2 Cook menu items according to menu type and service style, using appropriate cookery methods.</p> <p>2.3 Adjust menu items and ingredients to meet <i>special requests or dietary requirements of customers</i>.</p> <p>2.4 Produce menu items to meet customer expectations of quality, appeal of presentation and timeliness of delivery.</p> <p>2.5 Work cooperatively as part of a kitchen team and delegate tasks appropriately.</p> <p>2.6 Follow workplace safety and hygiene procedures according to organisation and legislative requirements.</p> <p>2.7 Maintain cleanliness and tidiness of the work environment.</p> |
| 3. Complete end of shift requirements. | <p>3.1 Complete <i>end of shift procedures</i> according to organisational practices.</p> <p>3.2 Store food items appropriately to minimise food spoilage, contamination and wastage.</p> <p>3.3 Participate in post-shift debrief or handover.</p> |

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication and teamwork skills to:
 - work cooperatively with others
 - delegate tasks
- initiative and enterprise skills to minimise wastage
- literacy skills to:
 - read and interpret food preparation lists, standard recipes, date code and stock rotation labels and manufacturer's instructions for equipment
 - write notes on recipe requirements and calculations
- planning and organising skills to prioritise, sequence and monitor tasks and processes
- problem-solving skills to:
 - evaluate quality of dishes and make adjustments to ensure a quality product
 - anticipate and respond to other kitchen operations challenges
- numeracy skills to weigh and measure ingredients
- self-management skills to:
 - work safely in the kitchen
 - deal with pressure of work and kitchen conditions
 - manage own speed, timing and productivity
 - coordinate own work across multiple tasks
- technology skills to use kitchen equipment.

Required knowledge

- culinary terms commonly used in the industry and organisation
- characteristics of different foods from all main food categories served in the organisation
- features of standard recipes
- procedures for organising and preparing food
- basic principles and methods of cookery
- features and functions of commercial kitchen equipment
- principles and practices of planning and organising work
- principles and practices related to food safety
- principles and practices related to kitchen safety
- varying requirements of different food service periods and menu types.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the ability to:

- prepare, cook and present multiple items for a minimum of 48 complete food service periods (shifts) including:
 - breakfast
 - dinner
 - lunch
 - special function
- prepare, cook and present items for at least two different menu types
- prepare cook and serve items from different food types that meet quality requirements, including:
 - appetisers and salads
 - fish and shellfish
 - hot and cold desserts
 - meat
 - pastries, cakes and yeast goods
 - poultry and game
 - stocks, sauces and soups
 - vegetables, eggs and farinaceous products
- use safe food hygiene and work practices
- multi-task and integrate technical and other skills to respond to multiple demands simultaneously
- work as part of a team and coordinate team activities in a positive and courteous manner
- prepare dishes for customers within the typical time constraints of a busy commercial kitchen
- integrate knowledge of relevant organisational policies and procedures.

Context of and specific resources for assessment

Assessment must ensure use of:

- an operational commercial kitchen with the fixtures, large and small equipment and workplace documentation defined in the Assessment Guidelines; this can be a:
 - real industry workplace

- commercial kitchen operated within a training organisation that services customers
- industry-realistic ratios of kitchen staff to customers
- food preparation lists and standard recipes
- a variety of commercial ingredients.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- evaluation of a training record book used as part of apprenticeship arrangements
- direct observation of the individual preparing and cooking food items in a commercial kitchen
- sampling of menu items prepared by the individual
- evaluation of customer feedback about menu items and speed and timing of service
- written or oral questioning to test knowledge about commodities, cookery techniques, equipment and food hygiene
- review of portfolios of evidence and third-party workplace reports of on-the-job performance by the individual.

Guidance information for assessment

The assessor should design integrated assessment activities to holistically assess this unit with other units relevant to the industry sector, workplace and job role, for example:

- any Asian cookery, commercial cookery, kitchen operations or patisserie unit relevant to the job role.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Food organisation and preparation may include:

- cleaning and preparing vegetables and other commodities
- cooking soups and other precooked items
- preparing and portioning:
 - meat
 - poultry
 - seafood
- preparing:
 - desserts
 - dressings
 - garnishes
 - sauces
 - stocks
- selecting and using serviceware and equipment.

Food production and service requirements may include:

- different menu types:
 - a la carte
 - buffet
 - pre-ordered items
 - set menu
- different service periods:
 - breakfast
 - dinner
 - lunch
 - special function.

Special requests or dietary requirements of customers may relate to:

- cultural needs and restrictions
- customer preferences
- dietary requirements based on medical issues.

End of shift procedures may include:

- cleaning procedures
- debriefing sessions
- preparations for the next food service period
- quality reviews
- restocking

- storage of food items.

Unit Sector(s)

Hospitality

Competency Field

Commercial Cookery and Catering