

**NONAPPROPRIATED FUND POSITION
MORALE WELFARE AND RECREATION DEPT.
NEWPORT, RHODE ISLAND 02841
MERIT PROMOTION PROGRAM
VACANCY ANNOUNCEMENT**

EQUAL OPPORTUNITY EMPLOYER

POSITION: COOK
NA-7404-05-01

ANNOUNCEMENT NO. NAVSTA NPT 25-03

DATE OPENED: July 31, 2003

CLOSING DATE: OPEN UNTIL FILLED

LOCATION: RECREATION CENTER
NAVAL STATION NEWPORT
NEWPORT, RI 02841

AREA OF CONSIDERATION: OPEN

Note: CATEGORY OF EMPLOYMENT: ONE FLEX POSITION (0-40 HOURS)

DUTIES: USING A FULL RANGE OF QUANTITY COOKING PROCEDURES FROM COMMON OR FREQUENTLY USED TO NEW OR DIFFICULT RECIPES, PREPARES A VARIETY OF MEATS, POULTRY, SEAFOOD, VEGETABLES, SAUCES AND GRAVIES. ON A DAY-TO-DAY BASIS, PREPARES FOUR OR MORE MENU ITEMS FOR ONE MEAL WHICH INVOLVES PLANNING AND COORDINATING A VARIETY OF STEPS TO ENSURE THAT ALL ITEMS ARE READY FOR SERVING AT THE SAME TIME; OR PREPARES MENU ITEMS USING SPECIAL OR DIFFICULT RECIPES INVOLVING MANY STEPS, INGREDIENTS OR LONG PREPARATION TIME.

QUALIFICATIONS: IN ADDITION TO THE ABOVE QUALIFICATIONS, AN NA-08 COOK MUST POSSESS THE SKILL TO PLAN, COORDINATE AND TIME SEQUENCE STEPS NEEDED TO PREPARE FOOD ON TIME WITHOUT OVERCOOKING OR WASTE; AND THE ABILITY TO ADJUST RECIPES FOR SERVINGS REQUIRED; RECOGNIZE CHARACTERISTICS OF FOOD IN DECIDING THAT RAW MATERIALS ARE FRESH AND JUDGE PREPARED FOOD BY COLOR, CONSISTENCY, TEMPERATURE, ODOR AND TASTE.

MILITARY SPOUSE EMPLOYMENT PREFERENCE: BEST-QUALIFIED CANDIDATES ELIGIBLE FOR SPOUSE EMPLOYMENT PREFERENCE (SEP) WILL BE REFERRED FOR PRIORITY CONSIDERATION AND EMPLOYMENT PREFERENCE.

THE DEPARTMENT OF THE NAVY IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER. ALL QUALIFIED CANDIDATES WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, DISABILITY, MARITAL STATUS, POLITICAL AFFILIATION, SEXUAL ORIENTATION OR ANY OTHER NON-MERIT FACTORS.

SELECTEE WILL BE REQUIRED TO PARTICIPATE IN THE DIRECT DEPOSIT ELECTRONIC FUND TRANSFER PROGRAM WHICH IS THE STANDARD METHOD OF PAYMENT WITHIN MWR FOR PAY OF PERSONNEL.