

COOK TRAINEE (400 Hours)

Course No.: 78-50-90

COMPETENCY CHECKLIST

Student Name _____

Teacher Name _____ School Site _____

Start Date _____ Completion Date _____ Certificate Date _____

Teacher Signature _____ Student Signature _____

(Signatures verify completion of course competencies)

A. INTRODUCTION (3 hrs)

- _____ 1. Class procedures and policies
- _____ 2. Identify course objectives
- _____ 3. Define culinary terms
- _____ 4. Career opportunities available
- _____ 5. Organization of modern kitchen
- _____ 6. Standard of professionalism for personnel
- _____ 7. Internet for ethnic menus/exotic recipes

B. SAFETY AND SANITATION (35 hrs)

- _____ 1. Demo safe use of grill
- _____ 2. Demo safe use of food processor/mixers
- _____ 3. Demo safe use of stovetops/ovens
- _____ 4. Demo safe use of fryer
- _____ 5. Demo safe use of cutlery
- _____ 6. Demo safe use of hand tools
- _____ 7. Demo how to clean kitchen equipment
- _____ 8. Describe fire extinguishing techniques
- _____ 9. Describe immediate treatment of burns
- _____ 10. Describe immediate treatment of cuts
- _____ 11. Describe industry's ServSafe® certification
- _____ 12. Preventing cross-contamination
- _____ 13. Importance of good health for workers
- _____ 14. Proper clothing and sanitation habits
- _____ 15. Differentiate 4 groups of microorganisms
- _____ 16. Perform basic sterilization/sanitation
- _____ 17. Compare streptococcus/salmonella/botulism
- _____ 18. Explain food dehydration
- _____ 19. Favorable conditions for bacteria to grow
- _____ 20. Describe danger zone for food
- _____ 21. Tasting food with food-borne pathogens
- _____ 22. Store cooked and non-cooked food properly
- _____ 23. Store cleaning and non-food items properly
- _____ 24. Pass safety and sanitation test with 100%
- _____ 25. Importance of food safety systems

C. TOOLS AND EQUIPMENT (24 hrs)

- _____ 1. Describe cooking equipment
- _____ 2. Describe processing equipment
- _____ 3. Describe holding and storage equipment
- _____ 4. Describe pots, pans and containers
- _____ 5. Demo use of types of measuring devices
- _____ 6. Demo knives, hand tools & small equipment

D. WEIGHTS AND MEASURES (24 hrs)

- _____ 1. Perform portion control
- _____ 2. Weight /volume measurements used in recipes
- _____ 3. Compute recipe modifications
- _____ 4. Demo knowledge/use of measuring devices
- _____ 5. Liquid & dry measurement tools/equipment
- _____ 6. Increase/decrease quantities in recipe

E. INGREDIENTS (2 hrs)

- _____ 1. How methods of cooking change ingredients
- _____ 2. How each ingredient affects the formula
- _____ 3. Cultural differences w/regard to ingredients

F. METHODS OF COOKING (18 hrs)

- _____ 1. Identify utensils used in cooking & baking
- _____ 2. Demo poaching
- _____ 3. Demo broiling
- _____ 4. Demo baking
- _____ 5. Demo steaming
- _____ 6. Demo grilling
- _____ 7. Demo sautéing
- _____ 8. Demo deep-frying
- _____ 9. Demo roasting
- _____ 10. Demo use of wok/stir-frying
- _____ 11. Demo re-heating in the best way
- _____ 12. Demo 'holding' of a cooked food

G. TECHNIQUES OF COOKING (18 hrs)

- _____ 1. Planning/organizing for food preparation

- _____ 2. Prep for set meal service and extended meal
- _____ 3. Importance of *mise-en-place*
- _____ 4. Demo rough prep
- _____ 5. Demo using knives
- _____ 6. Demo cuts and shapes
- _____ 7. Demo blanching and precooking
- _____ 8. Demo marinating
- _____ 9. Demo dredging with flour
- _____ 10. Demo batters
- _____ 11. Demo deglazing a pan
- _____ 12. Perform folding, whisking, and beating
- _____ 13. Demo food cleaning

H. MEATS, INCLUDING SEAFOOD (60 hrs)

- _____ 1. Identify various types of meats
- _____ 2. Best methods for cooking various meat types
- _____ 3. Explain cuts of meat
- _____ 4. Demo deboning/carving
- _____ 5. Demo use of meat in menu planning
- _____ 6. Explain purchasing good quality meat
- _____ 7. Demo opening shellfish
- _____ 8. Perform filleting and deboning
- _____ 9. Describe preparation and storage of meat

I. FRUIT (6 hrs)

- _____ 1. Identify types of fruit
- _____ 2. Demo knowledge of fruits 'in-season'
- _____ 3. Demo choosing good quality fruit
- _____ 4. Use fruit in menu planning
- _____ 5. Storing, handling, and display of fruit

J. VEGETABLES (6 hrs)

- _____ 1. Identify types of vegetables
- _____ 2. Describe uses of uncommon vegetables
- _____ 3. Cut and pare vegetables
- _____ 4. Demo knowledge of purchasing vegetables
- _____ 5. Demo knowledge of storing vegetables
- _____ 6. Present and display vegetables
- _____ 7. Identify best methods of cooking vegetables
- _____ 8. Best uses for vegetables in menu planning

K. SALAD DRESSINGS, DIPS, SPREADS, AND MARINADES (12 hrs)

- _____ 1. Create dips and spreads
- _____ 2. Demo knowledge of dressings
- _____ 3. Create dressings
- _____ 4. Demo knowledge of the use of marinades
- _____ 5. Create marinades

L. STOCKS AND SOUPS (12 hrs)

- _____ 1. Create standard stocks
- _____ 2. Demo knowledge of how to use stocks
- _____ 3. Prepare soups from stock

M. SAUCES (12 hrs)

- _____ 1. Demo knowledge of various types of sauces
- _____ 2. Create standard sauces
- _____ 3. Explain importance of sauces to cuisines

N. MILK PRODUCTS/SOY (6 hrs)

- _____ 1. Differentiate among milk/soy products
- _____ 2. Use milk/soy products in standard recipes
- _____ 3. Explain how to store milk/soy products

O. GRAINS AND PASTA (18 hrs)

- _____ 1. Identify types of grains and pastas
- _____ 2. Best uses for grains/pasta in menu planning
- _____ 3. Present/display different types of grains
- _____ 4. Demo how to cook pasta
- _____ 5. Demo knowledge of batters, doughs, & mixes

P. SANDWICHES AND HORS D'OEUVRES (24 hrs)

- _____ 1. Describe how to make hors d'oeuvres
- _____ 2. Describe how to make canapés
- _____ 3. Describe how to make relishes
- _____ 4. Describe how to make dips
- _____ 5. Identify types and uses for condiments
- _____ 6. Demo ability to prepare condiments
- _____ 7. Store condiments properly
- _____ 8. Prepare hot and cold sandwiches

Q. BREAKFAST PREPARATIONS, DAIRY PRODUCTS, COFFEE, AND TEA (24 hrs)

- _____ 1. Identify methods of cooking eggs
- _____ 2. Describe various methods of cooking eggs
- _____ 3. Use of breakfast breads, cereals, & meats
- _____ 4. Describe how to cook French toast
- _____ 5. Describe cereals
- _____ 6. Describe breakfast meats
- _____ 7. Describe coffee

R. CATERING, FOOD PRESENTATION, AND GARNISHING (24 hrs)

- _____ 1. Describe how to create a menu
- _____ 2. Describe theme/ambiance
- _____ 3. How to arrange table for occasion w/linens
- _____ 4. Describe hot food presentation
- _____ 5. Describe importance of appearance
- _____ 6. Describe fundamentals of plating food
- _____ 7. Describe garnishes
- _____ 8. Describe cold food presentation/buffet
- _____ 9. Describe buffet arrangement/appearance
- _____ 10. Describe cold platter presentation
- _____ 11. Describe hot foods for buffets
- _____ 12. Describe catering
- _____ 13. Describe the type of service
- _____ 14. Describe the style of service

- ___ 15. Describe customer service
- ___ 16. Describe maintenance of dining areas
- ___ 17. Create computer menus, signs, place cards

S. PASTRY CHEF (60 hrs)

- ___ 1. Describe listed procedures/techniques
- ___ 2. Describe basic principles of baking
- ___ 3. Describe formulas and measurements
- ___ 4. Describe mixing and gluten development
- ___ 5. Describe basic bakeshop production
- ___ 6. Describe plan for menu pastry production
- ___ 7. Fashioning table and pastry decorations

T. EMPLOYABILITY SKILLS (12 hrs)

- ___ 1. Employment requirement
- ___ 2. Apply skills when seeking employment
- ___ 3. Prepare résumé/portfolio on computer
- ___ 4. Use of internet in job search
- ___ 5. Design sample résumés
- ___ 6. Describe job specifics for various positions
- ___ 7. Qualifications needed for employment
- ___ 8. Plans for seeking employment
- ___ 9. Identify potential employers
- ___ 10. Filling out job applications correctly
- ___ 11. Complete sample application forms
- ___ 12. Importance of punctuality in interview
- ___ 13. Importance of positive attitude in interview
- ___ 14. Importance of enthusiasm in interview
- ___ 15. Importance of appropriate dress in interview
- ___ 16. Cleanliness/neatness in job interview
- ___ 17. Importance of punctuality on job
- ___ 18. Importance of positive attitude on job
- ___ 19. Importance of enthusiasm on job
- ___ 20. Importance of appropriate job appearance
- ___ 21. Importance of cleanliness/neatness on job
- ___ 22. Continuous upgrading of job skills
- ___ 23. Customer service to build relationships