# Competency Task List – Secondary Component

# Institutional Food Worker CIP 12.0508

# High School Graduation Years 2020, 2021, 2022

## 100 Safety and Sanitation Procedures

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 101 | Wear appropriate apparel in the food preparation area. |   |   |
| 102 | RESERVED  |  |  |
| 103 | Lift and carry heavy objects. |  |  |
| 104 | List causes and preventions of accidents and injuries in the foodservice industry. |  |  |
| 105 | Follow emergency procedures for injuries and accidents. |  |  |
| 106 | Use fire extinguishers in the foodservice area. |  |  |
| 107 | RESERVED  |  |  |
| 108 | RESERVED  |  |  |
| 109 | RESERVED  |  |  |
| 110 | Review Safety Data Sheets (SDS) and explain their requirements in handling hazardous materials and describe personal protective equipment (PPE). |  |  |
| 111 | Describe and apply ServSafe certification requirements. |  |  |

## 200 Reserved

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 201 | RESERVED  |   |   |
| 202 | RESERVED  |   |   |
| 203 | RESERVED  |   |   |
| 204 | RESERVED  |   |   |
| 205 | RESERVED  |   |   |
| 206 | RESERVED  |   |   |
| 207 | RESERVED  |   |   |
| 208 | RESERVED  |   |   |
| 209 | RESERVED  |   |   |
| 210 | RESERVED  |   |   |

## 300 The Food Industry

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 301 | RESERVED  |  |   |
| 302 | RESERVED |  |   |
| 303 | Identify professional organizations within the foodservice industry. |  |  |
| 304 | Investigate career opportunities in the foodservice industry. |  |  |
| 305 | Examine the kitchen brigade system. |  |  |
| 306 | Define hospitality and the importance of quality customer service. |  |  |

## 400 Purchasing, Receiving, and Storage

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 401 | Follow procedures for purchasing, receiving, and storing of foodservice supplies. |  |   |
| 402 | Label foodservice products for storage. |  |   |
| 403 | RESERVED |  |  |
| 404 | Inventory foodservice supplies. |  |  |
| 405 | RESERVED |  |  |

## 500 Garde Manger (Cold Food Preparation)

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 501 | RESERVED |   |   |
| 502 | RESERVED |   |   |
| 503 | Create cold food plate presentations and displays. |  |  |
| 504 | Prepare garnishes. |  |  |
| 505 | Prepare cold hors d'oeuvres, canapés, and appetizers. |  |  |
| 506 | Prepare cold sandwiches. |  |  |
| 507 | RESERVED |  |  |
| 508 | Identify and prepare various categories and types of dishes using cheese. |  |  |
| 509 | RESERVED |  |  |
| 510 | Identify and prepare various categories and types of salads.  |  |  |
| 511 | RESERVED |  |  |
| 512 | Prepare various salad dressings. |  |  |
| 513 | Set-up, maintain, and breakdown salad bars. |  |  |

## 600 Knife Skills

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 601 | Identify parts of a knife. |   |   |
| 602 | Perform various knife cuts. |   |   |
| 603 | RESERVED |   |   |
| 604 | Sharpen and hone knives. |   |   |
| 605 | Identify various types of knives and their uses. |  |  |

## 700 Food Service Tools and Equipment

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 701 | Operate, clean, and sanitize large equipment. |   |   |
| 702 | RESERVED |   |   |
| 703 | Operate, clean , and sanitize small equipment. |   |   |
| 704 | RESERVED |   |   |
| 705 | RESERVED |  |  |
| 706 | RESERVED |  |  |
| 707 | RESERVED |  |  |
| 708 | RESERVED |  |  |
| 709 | RESERVED |  |  |
| 710 | RESERVED |  |  |
| 711 | RESERVED |  |  |
| 712 | RESERVED |  |  |
| 713 | RESERVED |  |  |
| 714 | RESERVED |  |  |
| 715 | RESERVED |  |  |
| 716 | RESERVED |  |  |
| 717 | Pass safety tests for all equipment. |  |  |
| 718 | Identify and use hand tools and smallwares. |  |  |

## 800 Standardized Recipes and Measurement

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 801 | Prepare food following standardized recipes within industry time limits. |   |   |
| 802 | RESERVED |   |   |
| 803 | RESERVED |   |   |
| 804 | Cite US standard weight and volume measurement equivalencies. |  |  |
| 805 | Measure ingredients using US standard weight and volume. |  |  |

## 900 Nutrition

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 901 | RESERVED |   |   |
| 902 | Investigate current dietary guidelines. |   |   |
| 903 | Interpret food labels in terms of the portion size, ingredients, and nutritional value. |   |   |
| 904 | List major nutrients, their sources, and functions. |  |  |
| 905 | RESERVED |  |  |
| 906 | Perform cooking techniques for maximum retention of nutrients. |  |  |
| 907 | Discuss current nutritional concerns, food allergies, and dietary restrictions. |  |  |

## 1000 Breakfast Foods

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1001 | RESERVED |   |   |
| 1002 | Prepare eggs using a variety of methods. |   |   |
| 1003 | Prepare breakfast potatoes. |   |   |
| 1004 | Prepare breakfast meats. |  |  |
| 1005 | Prepare and cook breakfast batter products. |  |  |
| 1006 | Prepare hot breakfast cereals. |  |  |
| 1007 | RESERVED |  |  |
| 1008 | RESERVED |  |  |

## 1100 Reserved

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1101 | RESERVED |   |   |
| 1102 | RESERVED |   |   |
| 1103 | RESERVED |   |   |

## 1200 Vegetables and Fruits

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1201 | Identify vegetables and fruits and their various market forms. |   |   |
| 1202 | Prepare vegetables and fruits using dry, moist, and combination cooking methods. |   |   |
| 1203 | List the factors to consider when preparing vegetables and fruits. |   |   |
| 1204 | Follow the standards of quality for cooked vegetables. |  |  |
| 1205 | RESERVED |  |  |
| 1206 | Peel, cut, and zest fruits and vegetables. |  |  |

## 1300 Pasta, Grains, and Potatoes

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1301 | Prepare pasta, grains, and potatoes using dry, moist, and combination cooking methods. |   |   |
| 1302 | RESERVED |   |   |
| 1303 | RESERVED |   |   |
| 1304 | Follow the standards of quality for pasta, grain, and potato dishes. |  |  |

## 1400 Reserved

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1401 | RESERVED |   |   |
| 1402 | RESERVED |   |   |
| 1403 | RESERVED |   |   |
| 1404 | RESERVED |  |  |
| 1405 | RESERVED |  |  |

## 1500 Reserved

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1501 | RESERVED |   |   |
| 1502 | RESERVED |   |   |
| 1503 | RESERVED |   |   |
| 1504 | RESERVED |  |  |
| 1505 | RESERVED |  |  |
| 1506 | RESERVED |  |  |
| 1507 | RESERVED |  |  |
| 1508 | RESERVED |  |  |

## 1600 Seasoning and Flavoring

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1601 | Identify herbs, spices, seasonings, and condiments and their market forms. |   |   |
| 1602 | RESERVED |   |   |
| 1603 | RESERVED |   |   |
| 1604 | Use herbs, spices, seasonings, and condiments. |  |  |
| 1605 | Evaluate foods for proper seasoning and flavor balance. |  |  |

## 1700 Stocks, Soups, and Sauces

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1701 | Prepare and evaluate a variety of stocks. |   |   |
| 1702 | Prepare and evaluate a variety of mother sauces and small/derivative sauces. |   |   |
| 1703 | Prepare and evaluate types of soups. |   |   |
| 1704 | RESERVED |  |  |
| 1705 | Prepare thickening agents for sauces and soups. |  |  |
| 1706 | RESERVED |  |  |

## 1800 Meats, Poultry, and Seafood

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1801 | Fabricate retail meat cuts and their sources. |   |   |
| 1802 | RESERVED |   |   |
| 1803 | Determine cooking techniques for retail cuts of meat, poultry, and seafood. |   |   |
| 1804 | Prepare meat, poultry, and seafood recipes using dry, moist, and combination cooking methods. |  |  |
| 1805 | Check for degrees of doneness. |  |  |
| 1806 | Fabricate poultry. |  |  |
| 1807 | Fabricate seafood. |  |  |

## 1900 Baking and Pastry Skills

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1901 | RESERVED |   |   |
| 1902 | RESERVED |   |   |
| 1903 | Identify the factors influencing the quality of baked products. |   |   |
| 1904 | RESERVED |  |  |
| 1905 | Prepare a variety of quick breads. |  |  |
| 1906 | Prepare a variety of pies and tarts. |  |  |
| 1907 | Prepare a variety of fillings and toppings for baked goods. |  |  |
| 1908 | Prepare a variety of yeast raised products. |  |  |
| 1909 | Determine the function of baking ingredients.  |  |  |
| 1910 | RESERVED |  |  |
| 1911 | RESERVED |  |  |
| 1912 | Prepare and finish cakes. |  |  |
| 1913 | RESERVED |  |  |
| 1914 | Prepare various types of cookies. |  |  |
| 1915 | RESERVED |  |  |
| 1916 | Prepare pate a choux. |  |  |
| 1917 | Prepare custards and puddings. |  |  |
| 1918 | RESERVED |  |  |
| 1919 | Prepare dessert sauces. |  |  |

## 2000 Menus

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2001 | RESERVED |   |   |
| 2002 | Determine the methods for giving variety to a menu. |   |   |
| 2003 | RESERVED |   |   |
| 2004 | Create an a la carte restaurant menu with item descriptions. |  |  |
| 2005 | Create menu formats. |  |  |

## 2100 Back of House Operations

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2101 | RESERVED |   |   |
| 2102 | Set up, operate, clean, and break down a warewashing station |   |   |
| 2103 | RESERVED |   |   |
| 2104 | RESERVED |  |  |
| 2105 | RESERVED |  |  |
| 2106 | RESERVED |  |  |
| 2107 | RESERVED |  |  |
| 2108 | RESERVED |  |  |
| 2109 | RESERVED |  |  |
| 2110 | Set up, operate, and break down hot line stations.  |  |  |
| 2111 | Set up, operate, and break down garde manger stations.  |  |  |

## 2200 Front of House Operations

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2201 | Determine various types of service used in restaurants.  |   |   |
| 2202 | RESERVED |   |   |
| 2203 | Perform duties of a host. |   |   |
| 2204 | Perform duties of a beverage professional. |  |  |
| 2205 | Perform duties of a cashier. |  |  |
| 2206 | Perform duties of a server. |  |  |
| 2207 | Perform duties of a food runner. |  |  |
| 2208 | Perform sidework duties. |  |  |
| 2209 | RESERVED |  |  |
| 2210 | RESERVED |  |  |
| 2211 | RESERVED |  |  |
| 2212 | Follow rules of table service.  |  |  |
| 2213 | Use sales techniques for service personnel including menu knowledge and suggestive selling. |  |  |
| 2214 | Follow procedures for workflow between dining room and kitchen. |  |  |
| 2215 | Provide customer service and customer relations. |  |  |
| 2216 | Process guest checks. |  |  |
| 2217 | Perform duties of a bus person.  |  |  |

## 2300 Reserved

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2301 | RESERVED |   |   |
| 2302 | RESERVED |   |   |
| 2303 | RESERVED |   |   |
| 2304 | RESERVED |  |  |
| 2305 | RESERVED |  |  |
| 2306 | RESERVED |  |  |
| 2307 | RESERVED |  |  |
| 2308 | RESERVED |  |  |

## 2400 Foodservice Information Technology

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2401 | RESERVED |   |   |
| 2402 | Describe use of foodservice industry operations technology, e.g., point of sale (POS) system. |   |   |
| 2403 | RESERVED |   |   |
| 2404 | Use industry communication technology, such as email and social media. |  |  |

## 2500 Additional Hot Foods Preparations

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2501 | Create hot food plate presentations and displays. |   |   |
| 2502 | Prepare hot hors d'oeuvres and appetizers. |   |   |
| 2503 | Prepare hot sandwiches. |   |   |

1 Student Demonstrated Entry-Level Industry Proficiency as Indicated by (X)

Secondary CTE Instructor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Certifications: Comments: