Great Oaks Culinary Arts and Hospitality Services Essential Skills Profile

This profile provides an outline of the skills required for successful completion of this career program. Additional information is located on the Great Oaks website at https://hs.greatoaks.com/future-students/essential-skills-for-high-school-programs and selecting the corresponding career program.

Recommended WorkKeys® Scores for Culinary Arts and Hospitality Services

Applied Mathematics-3	Graphic Literacy-3
Workplace Documents-3	

*Practice tests and more information at https://jobseeker.ohiomeansjobs.monster.com/Assessments/Home.aspx

Essential Skills Needed to Successfully Complete the Program			
Rating Key:	**Low = Slightly Essential**	**Medium = Essential**	**High = Very Essential**

Key Vocational Factors		Rating
Visual Acuity	The ability to detect differences/details visually	High
Depth Perception	The ability to detect the physical distance/depth of objects in space and time	High
Oral Communication	The ability to express/explain ideas	High
Oral Expression	The ability to verbally explain and express self in an intelligible manner so others will understand	High
Written Communication	The ability to communicate in a written format and record information accurately	High
Physical Mobility/Strength	Extended standing, bending, stooping, and standing for extended times	High
Eye-hand Coordination	The ability to use tools	High
Auditory Acuity	The ability to detect differences in pitch and sound	Low

Worker Trait Skills	Rating
Ability to get along with others	High
Ability to work independently, without close supervision	High
Ability to work toward work including tasks of minimal interest	Medium
Ability to work accurately, recheck and correct work, to an industry standard	High
Ability to follow and retain:	
Multistep oral instructions	High
Written instructions/technical manuals - multistep	High
Simple to complex diagram instructions	Medium
Visual models or demonstrated instructions	Medium
Ability to use tools of trade (commercial use ranges, commercial use deep fryers, commercial use cutlery, commercial use convection ovens, commercial use broilers, dishwashing equipment, measuring cups/spoons, etc.)	High
Ability to use numerical data (count, measure, compute, etc.) in applied setting	High

Ability to discriminate between objects of similar:	
Size	Medium
Shape	High
Color	High
Spatial relationship	Medium
Ability to organize work process/follow defined procedures	High
Ability to refer to charts for troubleshooting and specifications	High
Able to follow recipe and/or charts	High
Active Listening: Give full attention to what other people are saying, taking time to understand the points being made, asking appropriate questions and not interrupting	High
Reading Comprehension: Understanding written sentences and paragraphs in work related documents	High
Time Management: Managing one's own time and the time of others	High
Monitoring: Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action	High
Judgment and Decision Making: Considering the relative costs and benefits of potential actions to choose the most appropriate one	High
Active Listening: Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times	High
Coordination: Adjusting actions in relation to others' actions	High
Service Orientation: Actively looking for ways to help people	High

Reading Skills *See Recommended WorkKeys® Scores Above	
Math Skills *See Recommended WorkKeys® Scores Above	
Counting, recording, comparing, calculating	Whole numbers and decimals
Calculating fractions, decimals, ratios, order of operations	Ratio and formulas

Additional Abilities Required

Information Ordering	The ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).
Near Vision	The ability to see details at close range (within a few feet of the observer).
Oral Comprehension	The ability to listen to and understand information and ideas presented through spoken words and sentences.

Knowledge Required in Culinary Arts and Hospitality Field

Customer and Personal Service	Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
Mathematics	Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.
English Language	Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Additional Considerations

Like to cook, clean, measure, and work with money	Creative
Enjoy wearing a uniform	Like repetitious work
Consider own food allergies, physical barriers to success, and speech needed to communicate	

Culinary Arts and Hospitality Services Work Activities

Clean, cut, and cook meat, fish, or poultry.	Apportion and serve food to facility residents, employees, or patrons.
Clean and inspect galley equipment, kitchen appliances, and work areas to ensure cleanliness and functional operation.	Cook foodstuffs according to menus, special dietary or nutritional restrictions, or numbers of portions to be served.
Monitor use of government food commodities to ensure that proper procedures are followed.	Direct activities of one or more workers who assist in preparing and serving meals.
Wash pots, pans, dishes, utensils, or other cooking equipment.	Compile and maintain records of food use and expenditures.
Take inventory of supplies and equipment.	Bake breads, rolls, or other pastries.
Monitor menus and spending to ensure that meals are prepared economically.	Determine meal prices, based on calculations of ingredient prices.

Plan menus that are varied, nutritionally balanced, and appetizing, taking advantage of foods in season and local availability.	Requisition food supplies, kitchen equipment, and appliances, based on estimates of future needs.
Train new employees.	Store food in designated containers and storage areas to prevent spoilage.
Clean and sanitize work areas, equipment, utensils, dishes, or silverware.	Butcher and clean fowl, fish, poultry, and shellfish to prepare for cooking or serving.
Prepare a variety of foods, such as meats, vegetables, or desserts, according to customers' orders or supervisors' instructions, following approved procedures.	Take and record temperature of food and food storage areas, such as refrigerators and freezers.
Wash, peel, and cut various foods, such as fruits and vegetables, to prepare for cooking or serving.	Portion and wrap the food, or place it directly on plates for service to patrons.
Weigh or measure ingredients.	Use manual or electric appliances to clean, peel, slice, and trim foods.
Add cutlery, napkins, food, and other items to trays on assembly lines in hospitals, cafeterias, airline kitchens, and similar establishments.	Assist cooks and kitchen staff with various tasks as needed, and provide cooks with needed items.
Receive and store food supplies, equipment, and utensils in refrigerators, cupboards, and other storage areas.	Stock cupboards and refrigerators, and tend salad bars and buffet meals.
Operate cash register and manage money.	

Technology

Word Processing software	Spreadsheet software
Point of Sale POS software	Database user interface and query software
Analytical or Scientific software	

Available Certifications

ProStart Certificate of Achievement (9 points)	ServSafe Certification (3 points)
CPR/First Aid Certification (1 point)	American Culinary Federation Certified Fundamentals Cook (NOTCI)

Possible College Credits

College Credit Plus in English, Math, Social Studies, or Science	Must be preapproved. Must pass a college course at an Ohio college or College Credit Plus class at Great Oaks.
Articulated Credit	Great Oaks has agreements with certain colleges that may give you credits for a specific degree. Possible agreements are: • Hocking College (Culinary Arts, up to 12 credit hours possible: Baking, up to 11 credit hours possible) • Sullivan University (National Center for Hospitality Studies, up to 14 credit hours possible)
NOCTI	This credit is obtained if you scored a 70% or above on the NOCTI Culinary Arts Certification (American Culinary Federation-Partner Assessment) (up to 3 credit hours possible). An official transcript is available upon request.
Career Technical Credit Transfer	The Ohio Transfer to Degree Guarantee helps career and technical students transfer credits earned in high school to community college or four-year degree programs. The credit can be used at any Ohio public college or university: • If you successfully completed your Career-Technical program and passed certain required assessments. • If you attend a similar program at a public Ohio college or university. For more information, go to www.transfercredit.ohio.gov

*Additional college or post-secondary education may be required in this field

Possible Career Pathways

Cook	Sous Chef
Caterer	Chef
Restaurant Owner	