

**Collin Street Bakery
Baker Trainee Job Description**

Our Company: The Collin Street Bakery has been in existence since 1896 and has been hugely successful in the direct mailing of fruitcakes and other baked goods. Our new retail stores, featuring fresh-made sandwiches, soups and salads, along with bread, cookies and pastries were pioneered starting in 2007.

Department: I-35 Retail Store, Waco, Texas

Reports To: General Manager

Hours of Work: 40 hours per week, including some weekends and holidays

Essential skills, experience and/or qualifications:

- Ability to follow recipes in order to prepare and bake cookies, breads, cakes and pies
- Ability to decorate cakes and pies
- Ability to learn the use, care and cleaning of baking equipment
- Ability to follow written and oral directions
- Ability to work with the Baker to set standards and priorities
- Understanding customer needs and requirements
- Ensure all procedures and processes are followed
- Ensure compliance with health and safety policies
- Ability to communicate with both customers and colleagues at all levels of seniority
- Good interpersonal skills, ability to obtain information, determine course of action and follow through
- Good organizational skills, ability to prioritize and work effectively within a sometimes pressurized environment
- Ability to grasp new concepts quickly, generate fresh and innovative ideas to improve the Bakery. Good attention to detail.

Desirable skills:

- Hold a current Texas Driver's License
- Working knowledge of large scale baking operations
- Health Department certificate