

## Job Description



### Cake Decorator

#### Position Description and Essential Functions

The Cake Decorator position will utilize artistic talents to create beautiful and uniquely decorated bakery items. This position will plan, schedule, and execute functions and duties so as to maintain timely orders and ensure quality products.

#### Job Requirements

- Tops, finishes, and decorates prepared bakery products such as bars, pies, cookies, doughnuts, cupcakes, cakes, etc.
- Increases sales by creating visually appealing products
- Exceeds guest expectations by providing beautiful, creative, and uniquely decorated special orders that follow the guests' specific requests
- Reduces shrink through minimizing mistakes and using the appropriate quantity of icing and other supplies
- Fills, rotates, and removes decorated products from the sales floor and service case
- Plans production tasks to ensure an adequate supply of back stock is available to fill the sales floor and service case as products are sold
- Ensures that production is seasonally appropriate
- Takes orders for cakes and other special requests
- Works with guests to create a vision of the product they are looking for
- Maintains adequate level of supplies in the cake decorating area by replenishing packaging, icing, decorative accents, and other items as needed
- Contributes to overall department goals and objectives by assisting other areas of the department as available and requested
- Contributes to overall cleanliness of the department by picking up, organizing, and cleaning work areas, shelving, and sales floor as needed

#### Non-essential Job Requirements

- Provide excellent guest service
- Handle all guest complaints in an appropriate, timely, and documented (if required) manner

Reports to Bakery Department Manager

\* The above list is not an all-inclusive list of duties and/or requirements. You will be expected to perform various tasks as required by the customer. As business objectives changes, so too may the duties.