

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

CHIEF BAKER'S JOB INSTRUCTIONS

1. In complete charge of preparation of all bakery items for passengers, officers, troops and crew. He will direct, supervise, assign the duties of 2nd & 3rd Bakers
 - 1.a. Work under direct order from the Chief Steward and troop details.
2. Observe all sanitation rules and regulations and instruct 2nd & 3rd Bakers, and Troop details, in same.
3. Follow all safety regulations and instruct all others working in the Baked Shop on matters pertaining to safety.
4. Report all mechanical deficiencies to proper authorities for immediate correction.
5. Enforce the NO SMOKING regulation in Bake Shop areas.
6. Keep physically clean, wear the prescribed work uniform while on duty, and enforce similar regulations on all personnel attached to the Bake Shop.
7. Set up and maintain the operating policies of the Bake Shop and outline the duties of your assistants.
8. Stand by at 1000 daily for inspection.
9. Instruct all personnel under your supervision in the use of equipment, making certain they understand the operation before they start working.
10. Prepare all requisition for stores and supplies on the prescribed forms.
11. Assume the maintenance of the following equipment:

- | | |
|-----------------|-------------------|
| a. Bake Oven | d. Mixing Machine |
| b. Bread Slicer | e. Dough Through |
| c. Bun Divider | f. Utencils |

WORK HOURS:

AT SEA

IN PORT

0300-1130

0600-1500

APPROVED: _____
Master

SUBMITTED: _____
Chief Steward

I have read, understand, and will comply with, above job instructions.

Chief Baker

560

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

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1. a. Work under direct order from the Chief Steward ~~and troop details.~~

2. Observe all sanitation rules and regulations and instruct 2nd & 3rd Bakers, and Troop details, in same.

3. Follow all safety regulations and instruct all others working in the Baked Shop on matters pertaining to safety.

4. Report all mechanical deficiencies to proper authorities for immediate correction.

5. Enforce the NO SMOKING regulation in Bake Shop areas.

6. Keep physically clean, wear the prescribed work uniform while on duty, and enforce similar regulations on all personnel attached to the Bake Shop.

7. Set up and maintain the operating policies of the Bake Shop and outline the duties of your assistants.

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WORK HOURS:

AT SEA

IN PORT

~~0300-1130~~

~~0600-1500~~

APPROVED: _____
Master

SUBMITTED: _____
Chief Steward

I have read, understand, and will comply with, above job instructions.

560

Chief Baker

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

2ND BAKER'S JOB INSTRUCTIONS

1. Work under direct supervision of the Chief Baker, subject to any orders from the Chief Steward.
2. Observe all Sanitation Rules and Regulations, instructing Troop Details in same.
3. Follow all Safety Regulations and instruct Details in same.
4. Report all mechanical deficiencies, and such matters, to the Chief Baker promptly.
5. Smoking, and the use of tobacco in any form, is prohibited while on duty. Instruct Details in this matter.
6. Wear the prescribed uniform while on duty, including head covering, and keep yourself physically clean.
7. When in doubt about any matter pertaining to your duties, consult the Chief Baker. Be sure - don't guess.
8. Working Hours:

At Sea:	In Port:
0200-1030	0600-1500

APPROVED:

SUBMITTED:

MASTER

CHIEF STEWARD

I hereby certify I have read, understand, and will comply with Instructions.

Signature of employee

561-1

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

2ND BAKER'S JOB INSTRUCTIONS

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 6. Wear the prescribed uniform while on duty, including head covering, and keep yourself physically clean.
 7. When in doubt about any matter pertaining to your duties, consult the Chief Baker. Be sure - don't guess.
 8. Working Hours:
- | | | |
|--|-----------|-----------|
| | At Sea: | In Port: |
| | 0200-1830 | 0600-1500 |

APPROVED :

SUBMITTED:

MASTER

CHIEF STEWARD

I hereby certify I have read, understand, and will comply with Instructions.

Signature of employee

561-2
Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

2ND BAKER'S JOB INSTRUCTIONS

1. Work under direct supervision of the Chief Baker, subject to any orders from the Chief Steward.
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3. Follow all Safety Regulations and instruct Details in same.
4. Report all mechanical deficiencies, and such matters, to the Chief Baker promptly.
5. Smoking, and the use of tobacco in any form, is prohibited while on duty. Instruct Details in this matter.
6. Wear the prescribed uniform while on duty, including head covering, and keep yourself physically clean.
7. When in doubt about any matter pertaining to your duties, consult the Chief Baker. Be sure - don't guess.
8. Working Hours:

At Sea:	In Port:
1030-1930	0600-1500

APPROVED:

SUBMITTED:

MASTER

CHIEF STEWARD

I hereby certify I have read, understand, and will comply with Instructions.

Signature of employee

561-2

Position No.

2ND BAKER'S JOB INSTRUCTIONS

- APPROVED :

SUBMITTED :

CHIEF STEWARD

Signature of employee

561-2
Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

3RD BAKER'S JOB INSTRUCTIONS

1. Work under direct supervision of the Chief Baker, subject to any orders from the Chief Steward.
2. Observe all Sanitation Rules and Regulations, instructing Troop Details in same.
3. Follow all Safety Regulations and instruct Details in same.
4. Report all mechanical deficiencies, and such matters, to the Chief Baker promptly.
5. Smoking, and the use of tobacco in any form, is prohibited while on duty. Instruct Details in this matter.
6. Wear the prescribed uniform while on duty, including head covering, and keep yourself physically clean.
7. When in doubt about any matter pertaining to your duties, consult the Chief Baker. Be sure - don't guess.

8. Working Hours:	At Sea:	In Port:
	0600-1000	0630-1200
	1200-1630	1300-1600

APPROVED:

SUBMITTED:

MASTER

CHIEF STEWARD

I hereby certify I have read, understand, and will comply with Instructions.

Signature of employee

562-1

Position No.

USNS GENERAL EDWIN D. PATRICK (T-AP 124)
OFFICE OF THE CHIEF STEWARD

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6. Wear the prescribed uniform while on duty, including head covering, and keep yourself physically clean.
7. When in doubt about any matter pertaining to your duties, consult the Chief Baker. Be sure - don't guess.

8. Working Hours:

At Sea:

In Port:

~~0600-1000~~
~~1200-1630~~

~~0630-1200~~
~~1300-1600~~

APPROVED:

SUBMITTED:

MASTER

CHIEF STEWARD

I hereby certify I have read, understand, and will comply with Instructions.

Signature of employee

562-1

Position No.