

BCSF CHICKEN BENTO
JOB DESCRIPTIONS REVISED FEB 2010
Please wear head coverings, gloves and aprons

JOB	Supplies	MAIN TASKS	Where items can be found
Thursday 7:30p.m. to finish Crew: 4	Foil, masking tape utility knives, cardboard, duct tape	Wrap pipes around woks with foil and masking tape	
		Line kitchen floor near woks with cardboard and under rubber mats.	
		Set up 5 tables in the garage in U-shape on extenders for cleaning chicken.	Table extenders are in the garage washroom.
		Set up 5 tables on the stage in U-shape for cooling. Setup 20 chairs for lunch.	
		Set out cutting boards, knives & poultry shears	In cabinets between the two sinks across from refrigs.
		Get 22 draining containers, rinse perforated draining tray to be used for cleaned chicken.	In left hand s/s refrig.
		Set out 10 large gray tubs	In Garage Cabinet #1
		Set out food-grade plastic bags for bagging cleaned chicken.	In Garage Cabinet #2
		Prepare for Friday coffee and snacks	
		Prepare from Friday lunch; salad bowl, utensils, lunch plates, chopsticks, cups, napkins, beer, soda, coffee, 4-teapots & tea bags.	BWA storeroom or downstairs kitchen
		Plug in both refrigerators in the kitchen and the refrigerator in the garage.	
		In upstairs kitchen, wash, dry and set out plastic sushi trays.	

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Friday Chicken Cleaning 9:30 a.m. to 1:30 Crew: 20+	22 draining containers, poultry shears, knives, paper towels, masking tape, 5 gal buckets	~20 Cases of chicken delivered Fri at 9a.m.	
		In garage, remove fat and scraps from each chicken, make cuts on breast/wing & thigh joint	
		One person per sink rinse chickens under cold running water, drain in colanders	
		Shake colanders vigorously to drain excess water	Colanders are in bottom cabinets next to refrigerators
		Place approximately 50 legs or 50 breasts in draining containers, label with the number and type (legs/breasts) of pieces.	
		When all containers are full, pack 50 legs or breasts in food quality bags lined with 15 paper towels. Seal and double bag in garbage bag.	Bags in Garage Cabinet #2
		Store containers in large refrigerators. Store bags in garage refrigerator.	

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Friday Clean Up Crew		Thoroughly wash tables, cutting boards, knives, tubs, and colanders with hot, soapy water (add 2-3 capfuls of Clorox per sink of water).	Leave wooden cutting boards out to dry
		Double line 6-metal trays with heavy duty aluminum foil, push in corners and wrap edges.	Trays are in cabinets across from woks.
		Set up fans and cooling racks with foil on the stage.	Fans and racks in Laundry closet
		Put away chairs from the stage.	Chairs racks in gym closet
		Put away tables in the garage.	Tables go in under garage cabinets
		Attach half-moon draining racks to the woks	In Garage Cabinet #2
		Get plastic bin of tare prep equipment and large pots from storeroom	In Garage Cabinet #2
		Get 2-4 large plastic bowls from upstairs kitchen pantry.	To be used for cut oranges
		Set out the following on the stage for the Saturday crew: 1. Bento containers -- count out exact number needed and store the rest.	
		2. Oranges and Fortune cookies	
	3. Chopsticks, napkins and rubber bands		

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JOB	NOTES	MAIN TASKS
THAW GU/COOK CARROTS		1) PARSLEY: STEM. RINSE. SPIN-DRY. BREAK OFF. BAG IN ZIPLOCKS. Please spin dry until there's practically no moisture. No need to use paper towels.
		2) CARROTS: PEEL. SHRED IN FOOD PROCESSOR. PARBOIL IN SALTED WATER. DO NOT OVERCOOK. DRAIN. WHEN COOL, SQUEEZE LIGHTLY. Proceed to step 5.
		3) SHIITAKE AND KANPYO: THAW. REHEAT. COOL. SQUEEZE LIGHTLY OF EXCESS JUICE. Proceed to step 5.
		4) LINE UP ____ LARGE ALUMINUM PANS FOR GU.
		5) ASSEMBLE GU (carrots/shiitake/kanpyo): MEASURE OUT CARROTS, KANPYO, SHIITAKE (CARROTS CAN BE LESS—2+ CUPS) IN 3-CUP PORTIONS AND ARRANGE IN ROWS.
		MAKE TWO SETS OF GU IN EACH ALUMINUM PAN IN THIS ORDER: SHIITAKE, KANPYO, CARROTS, SHIITAKE, KANPYO, CARROTS.
		6) SET UP FOR NEXT SHIFT: IF THERE'S TIME, BRING OUT PLASTIC TRAYS, FANS, BAMBOO TUBS (OKE), UTENSILS (RICE PADDLES), MEASURING CUPS.
Floater on Saturday 7pm-12am shift		Get chicken pieces from draining containers. Keep count of number of pieces prepared.
		Wash/rinse the containers as they are emptied. Get bagged chicken from garage or other refrigerator and place 40-50 pieces of legs or breasts into draining containers. Label with number of pieces for next shift.

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JOB	Supplies	MAIN TASKS	
EGG BATTER 1 per shift	Whisk, measuring cup, large bowl	Get chicken pieces from draining containers. Keep count of number of pieces prepared.	
		Prepare 20-thighs or 15-breasts per plastic serving tray. Please stay at least 4-trays ahead of the fryers.	Plastic serving trays are in cabinets next to refrigerators
		Whisk 36 eggs and 3 cups of milk in large metal bowl	Bowl in cabinets next to refrigerators. Whisk & measuring cup in Rubbermaid bin
		Thoroughly saturate the pieces, drain excess egg to keep the flour from getting too lumpy	
		Change egg mixture when bloody, at most, one time per shift	
FLOUR 1 per shift	Large bowl, measuring cup, pan sifter	Empty 10-lb bag of flour in large plastic bowl, add 3 tablespoons of salt and blend well	Plastic bowl in cabinet next to refrig
		Thoroughly coat thighs and breasts in batches of 20-legs or 15-breasts per plastic tray. Stay 4-trays ahead of fryers.	
		Periodically sift flour to remove clumps	Large sifter in Rubbermaid supply bin

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CHEFS 2 per shift	Rice bran oil is supposed to fry hot and clean. It doesn't need to change as often.	To turn on the gas, all valve handles should be in turned in the direction of the gas line (open).	
		Use all three handles to turn on gas under woks, center handle heats center of wok.	
		Heat 5-gallons of rice bran oil in each wok to 325-350°	
		Place 25-30 thighs or 20-30 breasts in each wok, fry for ~15 minutes, 2-3 min longer if pieces are big. Cut into thick part of one piece per batch for doneness.	
		Regulate heat to avoid burning. Scoop out flour residue from bottom of wok frequently.	
OVEN PERSON 1 per shift	Potholders, tongs, timers	Pilot light for ovens is on the right side under the metal liner. Turn ovens on to 350°	
		Move fried chicken from wok drains and place on baking tray skin side down for tare	
		After tare/seeds applied, all quarters should be skin side up. Bake in oven for 10 minutes	
		After baking, transport to cooling area	

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		Have foil replaced on trays when needed, e.g. burning or torn.	
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TARE BASTERS 2 per shift	Measuring cups, ladle, and paint brushes	All tare will be prepared and thickened on Friday. Fill a smaller pot and ladle into measuring cups.	
		Baste bottom sides of each quarter (underneath wings), then turn and baste with skin sides up	
		Sprinkle with sesame seeds	

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COOLER 1 per shift	Tongs, potholders	Place chicken quarters on rack and cool thoroughly	
		Set aside burned or unusually small pieces to be used in salad.	
		Place cooled chickens into grey bins for packing.	
		Note: For the <i>midnight shift</i> , cool chicken thoroughly, pack into gray bins, separate layers with wax paper, cover with foil.	Poke holes in foil in case of steam
PACKERS	Scoops, marking pens, 4" paper boats	<u>7-12am shift</u> packers: Wash oranges and cut each orange into 6-pieces. Store in large bowls, cover w/plastic	Do we have more than two steel bowls?
		Line up two or three rows of 3-tables (9 total) in the gym.	
		Open and line up "green" containers	
		Add orange and cookie	
		Pack in batches of legs or breasts 1-piece per container	
		Divide chirashi tray into 27 <u>equal</u> portions. Scoop chirashi into container, garnish with egg and parsley	Keep chirashi portions consistent in size. Extra will be sold separately
		Label right corner of container with L or B, attach napkin & chopsticks and wrap with one rubberband.	

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		<u>5:00 a.m. shift</u> , please package extra chirashi in 4" paper boats and wrap with plastic -- these single servings are to be sold for \$2.50 each	
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