

# Baker Job Description

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## **Duties and Responsibilities:**

- Weigh out precise amount of baking ingredients using scales or graduated containers
- Assess the quality of raw materials before baking to ensure conformance to set standards
- Uniformly mix ingredients using automated equipment such as blenders and mixers
- Knead dough manually or with the aid of a kneading machine
- Establish production schedule and set quota for the number of goods to be produced on daily basis
- Maintain good knowledge of complex industrial mixing machine and how to operate them
- Maintain a clean and hygienic work area in accordance with health and safety regulations
- Decorate baked products by applying icings, toppings and glaze to achieve a finished appearance
- Conduct research to develop original recipes for baked products
- Direct and supervise the activities of production staff to ensure products are up to standard
- Ensure proper storage of baking utensils and supplies
- Oversee the routine maintenance of baking equipment to ensure efficient operations
- Train new recruits on baking techniques and procedures
- Manage inventory levels and order supplies before they are used up
- Package and distribute products to wholesalers and retailers
- Maintain accurate record of baking operations to ensure profitability
- Adjust thermostatic controls to regulate temperature of oven
- Place dough in pans, molds, or on sheets before depositing in ovens for baking.

## **Baker Requirements – Skills, Knowledge, and Abilities**

- Education and Training: The baker job does not require any formal education although having a high school diploma could increase your chances of getting the job. Aspiring bakers usually enroll for apprenticeship or internship under experienced bakers to gain work knowledge. Most employers usually provide on-hands training for new recruits. Obtaining certifications from the Retail Bakers of America is essential to increase job prospects
- Math skill: They employ their knowledge of math in weighing and mixing precise quantity of ingredients
- Physical Stamina: They are able to carry out job duties while standing on their feet for extended periods
- Attention to details: They closely monitor baking process to ensure final products meet set standards.