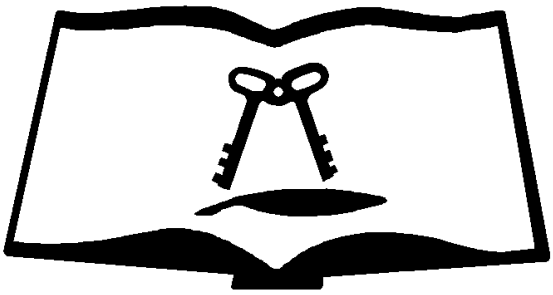
CHAPTER 54



CULINARY SPECIALIST (SUBMARINE) (CSS)

NAVPERS 18068F-54A
CH-73

Updated: January 2018

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NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CULINARY SPECIALIST (SUBMARINE) (CSS)

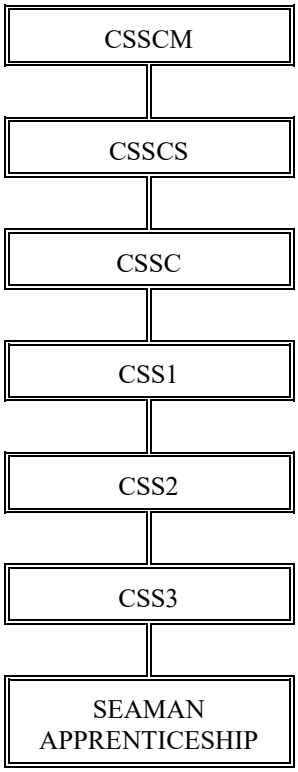
SCOPE OF RATING

Culinary Specialists (Submarine) (CSS) operate and manage Navy messes, afloat and ashore, established to subsist Naval personnel; estimate quantities and types of food items required; assist Supply Officers in ordering and stowage of subsistence items and procurement of equipment and mess gear; check delivery for quantity and assist medical personnel in inspection for quality; prepare menus; plan, prepare, and serve meals; maintain food service spaces and associated equipment, including storerooms and refrigerated spaces, in a clean and sanitary condition; maintain records of financial transactions; and submit required reports.

These Occupational Standards are to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 54.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title **Job Code**

Submarine Leading Culinary Specialist 002768

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Food Preparation and Serving Related	TBD	SUB LEAD CULINARY SPECIALIST	SUB LD CUL SPC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CSS	NEC's as assigned.

Job Description

Submarine Leading Culinary Specialists provide overall management of galley operations and financial accountability of shore and afloat food service operations; ensure cleanliness is maintained in all food service spaces; train and assess food service personnel; perform oversight of and ensure compliance with marine environmental programs; and emphasize customer service in all aspects of the food service division.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Food Service, General	180000	Food Service Managers	11-9051.00	Food Preparation and Serving Related

Skills	Abilities
Monitoring	*Deductive Reasoning*
Quality Control Analysis	*Problem Sensitivity*
Management of Material Resources	*Written Comprehension*
Critical Thinking	*Information Ordering*
Management of Personnel Resources	*Written Expression*
Systems Analysis	*Inductive Reasoning*
Management of Financial Resources	*Mathematical Reasoning*
Service Orientation	*Number Facility*
Systems Evaluation	*Fluency of Ideas*
Coordination	*Selective Attention*

DINING FACILITY MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Monitor serving line food temperatures

FOOD PREPARATION

Paygrade	Task Type	Task Statements
E4	CORE	Conduct food quality assurance checks
E4	NON-CORE	Execute contingency feeding plans (battle messing)
E4	CORE	Provide menu change recommendations
E4	CORE	Review recipes (e.g. required ingredients, required conversions, recipe substitutions, etc.)

SANITATION

Paygrade	Task Type	Task Statements
E4	CORE	Conduct sanitation inspections
E4	CORE	Contain food-borne pathogen exposures
E5	CORE	Inspect food service personnel hygiene
E5	CORE	Inspect issued foods
E5	CORE	Inspect leftover foods
E5	CORE	Inspect mess facility equipment
E5	CORE	Inspect scullery operations
E5	CORE	Monitor food handling

SANITATION (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Monitor food serving lines
E6	CORE	Monitor Hazard Analysis Critical Control Points (HACCP) program
E4	CORE	Report insect and pest infestations
E4	CORE	Verify food temperatures

SUPPLY

Paygrade	Task Type	Task Statements
E6	CORE	Adjust food item high and low limits
E6	CORE	Inspect food service key logs
E4	CORE	Inspect subsistence provisions
E4	CORE	Inventory consumables
E5	CORE	Inventory subsistence provisions
E4	CORE	Issue subsistence provisions
E5	CORE	Maintain food service key logs
E6	CORE	Manage store onloads and offloads
E6	CORE	Manage subsistence provisions
E6	CORE	Purchase appropriated fund supplies
E6	NON-CORE	Purchase non-appropriated fund supplies
E4	CORE	Receive subsistence provisions
E5	CORE	Requisition consumables
E6	CORE	Requisition food items (e.g. Food Service Management (FSM), Subsistence Prime Vendor (SPV), Stores Web, etc.)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E7	CORE	Analyze food production data
E7	CORE	Approve data in Food Service Management (FSM) system
E7	CORE	Compare daily food costs to monetary allowance
E5	CORE	Conduct receipt inspections
E6	CORE	Develop contingency feeding plans (battle messing)
E7	CORE	Evaluate food service operations
E5	CORE	Input data into Financial Accounting and Comprehensive Expenditure Tracking system (FACET) program
E5	CORE	Input data into Food Service Management (FSM) system
E7	CORE	Review contingency feeding plans (battle messing)
E6	CORE	Review meal evaluation programs
E6	CORE	Validate data in Food Service Management (FSM) system

TECHNICAL MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Accept food service inventories
E7	CORE	Audit financial records

TECHNICAL MANAGEMENT (CONT'D)

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate special food service events
E7	CORE	Evaluate dining facility operations
E5	NON-CORE	Inspect staterooms
E6	CORE	Manage food productions
E7	CORE	Manage food service budgets
E7	CORE	Manage food service programs
E7	CORE	Manage Hazard Analysis Critical Control Points (HACCP) programs
E6	CORE	Manage insect and pest infestation prevention programs
E7	CORE	Manage meal evaluation programs
E6	CORE	Manage menu planning boards
E7	CORE	Manage menu review boards
E6	CORE	Manage Mess Decks Master-at-Arms (MDMAA) duties and responsibilities
E6	CORE	Manage special food service event schedules
E6	NON-CORE	Manage stateroom inspections
E7	CORE	Provide Financial Improvement and Audit Readiness (FIAR) request responses
E6	CORE	Recommend food waste corrective actions
E7	CORE	Revise food preparation procedures
E7	CORE	Verify food service key inventory logs

Job Title **Job Code**

Submarine Culinary Specialist 002769

Job Family	NOC	Short Title (30 Characters)	Short Title (14 Characters)
Food Preparation and Serving Related	TBD	SUBMARINE CULINARY SPECIALIST	SUB CUL SPEC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CSS	NEC's as assigned.

Job Description

Submarine Culinary Specialists prepare menus; plan, prepare, and serve meals; maintain food service spaces and associated equipment, including storerooms and refrigerated spaces, in a clean and sanitary condition; maintain records of financial transactions and submit required reports; train food service personnel; and maintain, oversee, and manage quarters afloat and ashore.

DoD Relationship		O*NET Relationship		
Group Title	*DoD Code*	*Occupation Title*	*SOC Code*	*Job Family*
Food Service, General	180000	Cooks, Institution and Cafeteria	35-2012.00	Food Preparation and Serving Related

Skills	Abilities
Management of Material Resources	*Written Comprehension*
Monitoring	*Manual Dexterity*
Operation and Control	*Problem Sensitivity*
Quality Control Analysis	*Deductive Reasoning*
Reading Comprehension	*Written Expression*
Service Orientation	*Information Ordering*
Equipment Selection	*Time Sharing*
Critical Thinking	*Category Flexibility*
Mathematics	*Inductive Reasoning*
Judgment and Decision Making	*Mathematical Reasoning*

DINING FACILITY MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Breakdown mess decks (e.g. cold/hot bars, beverage lines, salad bars, tables, etc.)
E4	CORE	Breakdown sculleries and deep sinks
E4	CORE	Breakdown serving lines
E4	CORE	Breakdown wardroom settings
E4	CORE	Monitor serving line food temperatures
E4	CORE	Portion individual servings
E4	CORE	Prepare food labels
E4	CORE	Serve foods (normal messing, abnormal conditions)
E4	CORE	Set up mess decks (e.g. cold/hot bars, beverage lines, salad bars, tables, etc.)
E4	CORE	Set up sculleries and deep sinks
E4	CORE	Set up serving lines
E4	CORE	Set up wardroom settings

FOOD PREPARATION

Paygrade	Task Type	Task Statements
E4	CORE	Bake food products (e.g. pastries, breads, desserts, etc.)
E4	CORE	Boil food products
E4	CORE	Braise food products
E4	NON-CORE	Broil food products

FOOD PREPARATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Calculate recipe conversions
E4	CORE	Carve meats
E4	CORE	Chill food products
E4	CORE	Conduct food quality assurance checks
E4	CORE	Create garnishes
E4	CORE	Cut fruits and vegetables
E4	CORE	Decorate cakes
E4	NON-CORE	Execute contingency feeding plans (battle messing)
E4	CORE	Fry food products
E4	CORE	Grill food products
E4	CORE	Mix food products (e.g. bakery products, prepared products, etc.)
E4	CORE	Prepare bakery products
E4	CORE	Prepare leftover food products
E4	CORE	Provide menu change recommendations
E4	CORE	Review recipes (e.g. required ingredients, required conversions, recipe substitutions, etc.)
E4	CORE	Sauté food products
E4	CORE	Shutdown food service equipment
E4	CORE	Slice food products
E4	CORE	Startup food service equipment
E4	CORE	Steam food products

SANITATION

Paygrade	Task Type	Task Statements
E4	CORE	Clean beverage dispensers
E4	CORE	Clean dining areas
E4	CORE	Clean food preparation equipment
E4	CORE	Clean food service areas
E4	CORE	Clean food service equipment
E4	CORE	Clean food storage areas
E4	CORE	Clean galley utensils
E4	CORE	Clean refrigerated spaces
E4	CORE	Conduct sanitation inspections
E4	CORE	Contain food-borne pathogen exposures
E4	CORE	Dispose of contaminated foods
E5	CORE	Inspect food service personnel hygiene
E5	CORE	Inspect issued foods
E5	CORE	Inspect leftover foods
E5	CORE	Inspect mess facility equipment
E5	CORE	Inspect scullery operations

SANITATION (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Monitor food handling
E5	CORE	Monitor food serving lines
E6	CORE	Monitor Hazard Analysis Critical Control Points (HACCP) program
E4	CORE	Report insect and pest infestations
E4	CORE	Sort waste
E4	CORE	Verify food temperatures

SUPPLY

Paygrade	Task Type	Task Statements
E5	CORE	Breakout daily menu food items
E5	CORE	Breakout supplemental food items
E4	CORE	Inspect subsistence provisions
E4	CORE	Inventory consumables
E5	CORE	Inventory subsistence provisions
E4	CORE	Issue food service consumables
E4	CORE	Issue subsistence provisions
E5	CORE	Maintain food service key logs
E6	CORE	Manage store onloads and offloads
E6	CORE	Manage subsistence provisions
E4	CORE	Organize supply storerooms
E6	CORE	Purchase appropriated fund supplies
E6	NON-CORE	Purchase non-appropriated fund supplies
E4	CORE	Receive subsistence provisions
E5	CORE	Requisition consumables
E4	CORE	Requisition daily food items
E6	CORE	Requisition food items (e.g. Food Service Management (FSM), Subsistence Prime Vendor (SPV), Stores Web, etc.)

TECHNICAL ADMINISTRATION

Paygrade	Task Type	Task Statements
E5	CORE	Conduct receipt inspections
E7	CORE	Evaluate food service operations
E4	CORE	Input daily food preparation worksheet data
E5	CORE	Input data into Financial Accounting and Comprehensive Expenditure Tracking system (FACET) program
E5	CORE	Input data into Food Service Management (FSM) system
E4	CORE	Maintain temperature logs
E4	CORE	Post food nutritional contents
E6	CORE	Review meal evaluation programs
E6	CORE	Validate data in Food Service Management (FSM) system

TECHNICAL MANAGEMENT

Paygrade	Task Type	Task Statements
E6	CORE	Accept food service inventories
E5	NON-CORE	Inspect staterooms
E6	CORE	Recommend food waste corrective actions