CHAPTER 54

CULINARY SPECIALIST (SUBMARINE)
(CSS)

NAVPERS 18068F-54B
Change 105

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TABLE OF CONTENTS
CULINARY SPECIALIST (SUBMARINE) (CSS)

SCOPE OF RATING **CSS-3**

GENERAL INFORMATION **CSS-4**

SUBMARINE LEADING CULINARY SPECIALIST **CSS-5**

DINING FACILITY MANAGEMENT CSS-5

FOOD PREPARATION CSS-5

SANITATION CSS-5

SUPPLY CSS-6

TECHNICAL ADMINISTRATION CSS-6

TECHNICAL MANAGEMENT CSS-7

SUBMARINE CULINARY SPECIALIST **CSS-8**

DINING FACILITY MANAGEMENT CSS-8

FOOD PREPARATION CSS-8

SANITATION CSS-9

SUPPLY CSS-10

TECHNICAL ADMINISTRATION CSS-10

TECHNICAL MANAGEMENT CSS-11

NAVY ENLISTED OCCUPATIONAL STANDARDS

FOR

CULINARY SPECIALIST (SUBMARINE) (CSS)

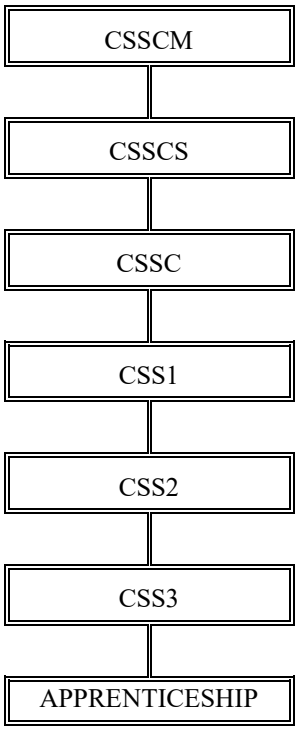
SCOPE OF RATING

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)
Management	TBD	SUB LEAD CULINARY SPECIALIST	SUB LD CUL SPC

Pay Plan	Career Field	Other Relationships and Rules
Enlisted	CSS	NEC RXXX, SXXX, 7XXX series and other NECs 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	Management

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

DINING FACILITY MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Coordinate equipment maintenance
E4	CORE	Maintain serving line food temperatures

FOOD PREPARATION

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

SANITATION

Paygrade	Task Type	Task Statements
E7	CORE	Conduct daily walk through of food service spaces
E4	CORE	Conduct sanitation inspections
E4	CORE	Contain food-borne pathogen exposures
E6	CORE	Enforce Hazard Analysis Critical Control Points (HACCP) programs
E6	CORE	Enforce shipboard trash disposal procedures
E4	CORE	Inspect food service personnel hygiene
E4	CORE	Inspect issued foods
E4	CORE	Inspect leftover foods
E5	CORE	Inspect mess facility equipment

SANITATION (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Inspect scullery operations
E7	CORE	Manage shipboard trash disposal
E4	CORE	Report insect and pest infestations
E5	CORE	Supervise food handling practices
E5	CORE	Supervise serving lines
E4	CORE	Verify food temperatures

SUPPLY

Paygrade	Task Type	Task Statements
E6	CORE	Adjust food item high and low limits
E4	CORE	Inspect subsistence provisions
E4	CORE	Inventory consumables
E4	CORE	Inventory subsistence provisions
E4	CORE	Issue subsistence provisions
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 contingency feeding plans
E7	CORE	Approve data in Food Service Management (FSM) system
E7	CORE	Approve loadout plans (e.g., provisions, consumables, wastes, etc.)
E7	CORE	Audit Food Preparation Worksheet (NAVSUP Form 1090)
E7	CORE	Audit food service inventories
E6	CORE	Audit meal evaluation programs
E6	CORE	Compare daily food costs to monetary allowance
E4	CORE	Conduct receipt inspections
E6	CORE	Develop contingency feeding plans
E5	CORE	Distribute data for Financial Accounting and Comprehensive Expenditure Tracking system (FACET) program
E6	CORE	Draft loadout plans (e.g., provisions, consumables, wastes, etc.)
E6	CORE	Enforce Food Preparation Worksheet (NAVSUP Form 1090)
E7	CORE	Evaluate food service operations
E5	CORE	Input data into Food Service Management (FSM) system
E7	CORE	Manage audits of Cash Verification Officer (CVO) programs

TECHNICAL ADMINISTRATION (CONT'D)

Paygrade	Task Type	Task Statements
E7	CORE	Supervise supply operations
E6	CORE	Validate data in Food Service Management (FSM) system
E7	CORE	Validate Food Item Request/Issue (NAVSUP Form 1282) document
E6	CORE	Verify completion of maintenance

TECHNICAL MANAGEMENT

Paygrade	Task Type	Task Statements
E7	CORE	Audit financial records
E6	CORE	Conduct menu planning boards
E7	CORE	Conduct menu review boards
E6	CORE	Conduct Mess Decks Master-at-Arms (MDMAA) duties and responsibilities
E7	CORE	Conduct self-evaluation of dining facility operations
E7	CORE	Coordinate special food service events
E6	NON-CORE	Coordinate stateroom inspections
E5	NON-CORE	Maintain staterooms (e.g., cleanliness, material condition, etc.)
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 special food service event schedules
E6	CORE	Recommend food waste corrective actions
E7	CORE	Revise food preparation procedures
E6	CORE	Submit food service inventories
E7	CORE	Supervise galley operations
E7	CORE	Validate Financial Improvement and Audit Readiness (FIAR) compliance

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 RXXX, SXXX, 7XXX series and other NECs 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*
Service Orientation	*Written Expression*
Reading Comprehension	*Information Ordering*
Equipment Selection	*Time Sharing*
Critical Thinking	*Category Flexibility*
Judgment and Decision Making	*Mathematical Reasoning*
Mathematics	*Inductive Reasoning*

DINING FACILITY MANAGEMENT

Paygrade	Task Type	Task Statements
E4	CORE	Break down wardrooms (e.g., table setting, side bar, etc.)
E4	CORE	Maintain serving line food temperatures
E4	CORE	Portion individual servings
E4	CORE	Prepare food labels
E4	CORE	Secure mess decks (e.g., cold/hot bars, beverage lines, salad bars, tables, etc.)
E4	CORE	Secure sculleries and deep sinks
E4	CORE	Secure serving lines
E4	CORE	Serve foods (i.e., 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 wardrooms (e.g., table setting, side bar, etc.)

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
E4	CORE	Calculate recipe conversions

FOOD PREPARATION (CONT'D)

Paygrade	Task Type	Task Statements
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	NON-CORE	Decorate cakes
E4	CORE	Derive requirements from recipes (e.g., required ingredients, required conversions, recipe substitutions, etc.)
E4	CORE	Execute contingency feeding plans
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 ingredients (e.g., measure, weigh, cut, etc.)
E4	CORE	Prepare leftover food products
E4	CORE	Provide menu change recommendations
E4	CORE	Sauté food products
E4	CORE	Secure food service equipment
E4	CORE	Slice food products
E4	CORE	Start up food service equipment
E4	CORE	Steam food products

SANITATION

Paygrade	Task Type	Task Statements
E4	CORE	Conduct sanitation inspections
E4	CORE	Contain food-borne pathogen exposures
E4	CORE	Dispose of unfit food (e.g., contaminated, spoiled, expired etc.)
E6	CORE	Enforce Hazard Analysis Critical Control Points (HACCP) programs
E6	CORE	Enforce shipboard trash disposal procedures
E4	CORE	Inspect food service personnel hygiene
E4	CORE	Inspect issued foods
E4	CORE	Inspect leftover foods
E5	CORE	Inspect mess facility equipment
E5	CORE	Inspect scullery operations
E4	CORE	Report insect and pest infestations
E4	CORE	Sanitize beverage dispensers
E4	CORE	Sanitize dining areas
E4	CORE	Sanitize food preparation equipment
E4	CORE	Sanitize food service areas
E4	CORE	Sanitize food service equipment
E4	CORE	Sanitize food storage areas

SANITATION (CONT'D)

Paygrade	Task Type	Task Statements
E4	CORE	Sanitize galley utensils
E4	CORE	Sanitize refrigerated spaces
E4	CORE	Sort waste
E5	CORE	Supervise food handling practices
E5	CORE	Supervise serving lines
E4	CORE	Verify food temperatures

SUPPLY

Paygrade	Task Type	Task Statements
E4	CORE	Break out daily menu food items
E4	CORE	Break out supplemental food items
E5	CORE	Coordinate off-ship laundry services
E4	CORE	Inspect subsistence provisions
E4	CORE	Inventory consumables
E4	CORE	Inventory subsistence provisions
E4	CORE	Issue food service consumables
E4	CORE	Issue subsistence provisions
E6	CORE	Manage store onloads and offloads
E6	CORE	Manage subsistence provisions
E4	CORE	Organize supply storerooms
E4	CORE	Process ship laundry (e.g., wash, dry, store, etc.)
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
E6	CORE	Audit meal evaluation programs
E5	CORE	Conduct audits of Cash Verification Officer (CVO) programs
E4	CORE	Conduct receipt inspections
E5	CORE	Distribute data for Financial Accounting and Comprehensive Expenditure Tracking system (FACET) program
E6	CORE	Enforce Food Preparation Worksheet (NAVSUP Form 1090)
E7	CORE	Evaluate food service operations
E4	CORE	Input daily food preparation worksheet data
E5	CORE	Input data into Food Service Management (FSM) system
E4	CORE	Maintain temperature logs
E5	CORE	Manage loadout plans (e.g., provisions, consumables, wastes, etc.)

TECHNICAL ADMINISTRATION (CONT'D)

Paygrade	Task Type	Task Statements
E5	CORE	Manage unaccompanied housing (e.g., personnel, grounds, facilities, etc.)
E4	CORE	Post food nutritional contents (i.e., Go for Green (G4G))
E6	CORE	Validate data in Food Service Management (FSM) system
E6	CORE	Verify audits of Cash Verification Officer (CVO) programs
E6	CORE	Verify completion of maintenance

TECHNICAL MANAGEMENT

Paygrade	Task Type	Task Statements
E5	NON-CORE	Maintain staterooms (e.g., cleanliness, material condition, etc.)
E6	CORE	Recommend food waste corrective actions
E6	CORE	Submit food service inventories