

Federal Wage System Job Grading Standard for Baking, 7402

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WORK COVERED

This standard is to be used to grade nonsupervisory jobs involved in the preparation of regular and special diet bakery products such as bread, rolls, cakes, cookies, pies, doughnuts, pastries, puddings, fillings, and icings.

TITLES

Jobs covered by this standard below the grade 8 level are to be titled *Bakery Worker*.

Jobs covered by this standard at the grade 8 level and above are to be titled *Baker*.

GRADE LEVELS

This standard does not describe all possible levels at which jobs might be established. If jobs differ substantially from the skill, knowledge, and other requirements described in the grade levels of the standard, they may be graded either above or below these grades.

BAKERY WORKER, GRADE 5

General: The work at this grade involves making a limited variety of less complicated baked products. As a regular assignment, grade 5 bakery workers weigh and measure ingredients, pour dough or batter into mixing machines, grease pans, push troughs or carts of dough to proofing rooms, remove baked items from ovens, ice cakes, and operate machines such as dough mixers, dough dividers, dough rollers, bread slicers, and bread and roll wrappers.

In addition to the above, grade 5 bakery workers may be assigned duties that are planned to become more varied and difficult as the employee learns the processes and procedures of the baking trade.

Skill and Knowledge: The grade 5 bakery workers need to know simple repetitive baking processes. They must have the ability to follow oral and written instructions such as written worksheets, menus, recipes, technical manuals, and other reference guides. They must be able to measure and combine ingredients for doughs and batters to produce limited kinds of baked goods and they must be able to follow specific instructions in the preparation of more complicated baked items.

The bakery workers at this level must be skilled in the use of most of the implements and utensils of the baking trade, e.g., rollers, sifters, grinders, cooking vats, proofing boxes, and rotating ovens. They must be skilled in operating powered equipment such as mixing machines, roll dividers, rounding and molding machines, pie rollers, and bread slicing machines.

A knowledge of simple arithmetic is required to adjust recipes for quantity baking. The bakery workers must also know safety regulations and sanitary requirements.

Responsibility: Grade 5 bakery workers receive assignments from a higher grade baker either orally or through menus, recipes, and worksheets, with detailed instructions on the methods and equipment to be used. A supervisor is available to answer questions and check his completed work. In addition, some bakery workers at this level learn new baking processes and techniques. When learning more difficult baking processes, grade 5 bakery workers receive specific instructions and the work is observed while in progress and when finished.

Physical Effort: Grade 5 bakery workers frequently lift and move items weighing 23 kilograms (50 pounds) or more. The work requires continuous bending, stooping, standing or walking.

Working Conditions: Grade 5 bakery workers frequently work in disagreeable heat. Concrete and tile floors are tiring to walk on and freshly scrubbed floors offer the danger of slipping. Burns from ovens and hot pans are a hazard. Injuries may result from use of powered equipment. Bakery workers are exposed to extremes in temperatures when entering walk-in refrigerators from warm kitchens and proofing rooms.

BAKER, GRADE 8

General: The work at this grade involves the preparation of a full range of baked products found on regular and special diet menus such as bread, rolls, cakes, cookies, biscuits, pastries, puddings, fillings and icings. Grade 8 bakers make more complicated baked products such as puff pastry, quick breads, batter and sponge cakes, and Danish pastries. They also decorate the finished items with icing and add fillings to various pastries.

Skill and Knowledge: At this grade, the bakers must have a thorough knowledge of the full variety of ingredients used in baked goods; e.g., hard or soft flour, leavening agents, soda, butter or shortening, hard, soft, or mineral water. They must be familiar with oven timing and temperature control. Bakers must understand the effect altitude and humidity have on bakery products. They must know food handling and storage practices and have the ability to requisition supplies for daily baking requirements. They must be familiar with health regulations and sanitation standards. Grade 8 bakers must have the ability to adjust measurements and revise recipes to improve taste, change quantities or conform to special diet requirements. They must be skilled in the use of bakery tools and equipment including powered machines.

Responsibility: Grade 8 bakers receive assignments from the supervisor either orally or through menus, recipes, and worksheets. Grade 8 bakers plan their work and select the tools and equipment with which to prepare attractive, appetizing baked products in the quantities and at the time desired. The bakers decide whether to adjust recipes, substitute, or leave out ingredients to change or improve the product. From appearance, smell, temperature, and consistency, they

decide when items are properly baked. Their completed work is checked by the supervisor to insure foods are baked according to instructions.

Physical Effort: Physical effort required at this grade is the same as that described at [grade 5](#).

Working Conditions: Working conditions at this grade are the same as those described at [grade 5](#).