Naval Academy Business Services Division
Job Announcement Number: 26-080
Vacancy Open: November 2, 2026 – November 16, 2026
Area of Consideration: All Qualified Persons
Must be at least 18 years of age to obtain required security clearance
Security Level: Tier 1 – Non-Sensitive

POSITION DETAILS

Line Cook – NA-7404-05

Full Time (35-40 hours weekly, Benefited)

$22.25/Hour

Positions Available: 1-2

Benefits include: Medical, Dental, Life, and Long-Term Disability Insurance; Health Savings Account (HSA); Flexible Spending Account (FSA); Automatic Retirement Enrollment, 401(k), Roth 401(k), and 401(k) Loan options; and Paid Vacation and Sick Leave Accrual.
Perks: Possible Shift Differential Pay, Sunday Premium Pay, Daily or Weekly OT, Holiday Pay, Pay/Step Increases

Exciting Career Opportunities with the Naval Academy Hospitality Team are waiting for you. This is an exceptional time to join the Naval Academy Hospitality team as we continue to expand and elevate our services. We are seeking skilled and dedicated culinarians to become part of our growing organization. Join us as we embark on this journey of growth and innovation. Be part of a team that values culinary excellence and offers opportunities to contribute to a dynamic and thriving hospitality operation. We are seeking skilled and dedicated Line Cooks with open availability, to include Day, Evening, Weekend, and Holiday shifts to support a 7 day a week operation. The position has a set schedule, with flexible scheduling available.

In order to meet the basic requirement of the Line Cook position, NA-7404-05, you must meet the following:
Experience performing the culinary duties that have given you the ability to perform the duties of this position, which may include, but are not limited to food preparation, following standardized recipes, cleaning workstation and kitchen equipment, inspecting goods for freshness and stock rotation, plating food, etc.

JOB SUMMARY

The Line Cook position is located in the U. S. Naval Academy's Non-Appropriated Fund Instrumentality (NAFI), Naval Academy Business Services Division (NABSD) Retail Dining and Hospitality, Annapolis, Maryland. NAFI is an entity that generates its own funds through its operations, and is not funded by Congress.
This position assists in the preparation of food products, obtains necessary ingredients and cleans food-preparation equipment, utensils, and work areas.

DUTIES & RESPONSIBILITIES

- Assists cooks in their tasks
- Obtains necessary products and small equipment items required for food preparation
- Carefully follows standard recipes and uses correct measuring devices while preparing all assigned items
- Follows manufacturers' instructions when operating food production and serving equipment
- Consistently uses safe and sanitary food handling practices, including those related to personal hygiene
- Returns soiled food preparation utensils and other small wares to the proper areas
- Maintains a clean work station, including equipment used for food preparation tasks
- Collects food and beverage products and small wares required for item preparation
- Assists in plating food items for service
- Handles leftover food items as instructed by the sous chef
- Cleans banquet preparation equipment, serving equipment, and assigned work station areas
- Maintain accurate records of food supplies, and freezer / fridge temperatures

- Ensure stock rotation. Assist in the ordering of stocks and checking of deliveries, spending and check and value stocks as required
- Performs other appropriate tasks assigned.
- Work requires continual standing and walking, and frequent stooping, reaching, pushing and pulling, and bending. Frequently lifts or moves objects weighing up to 40 lbs. unassisted, and occasionally lifts or moves objects weighing over 40 lbs. with the assistance of lifting devices or other workers.

YOU WILL BE RATED ON THE FOLLOWING KNOWLEDGE, SKILLS, AND ABILITIES (KSAs) FOR THIS POSITION:

1. Experience in a culinary role. Line cook experience is preferred.
2. Knowledge of and experience using food service equipment.
3. Experience with proper storage techniques like "FIFO". ServSafe certification is preferred.
4. Ability to follow kitchen procedures and standardized recipes.
5. Experience as a short order, banquet cook, and/or prep cook.

QUALIFICATIONS & CONDITIONS OF EMPLOYMENT

Applicants who meet the qualification requirements will be further evaluated to determine the extent to which their education, related experience, training, awards, and supervisory appraisal demonstrate they possess the desired knowledge, skills, and abilities (KSAs).

- Must be able to obtain and maintain a security clearance – requires 18 years of age
- Males born after December 31, 1959 must be registered for Selective Service
- Verification of employment eligibility in the United States is required - We are an E-Verify participant
- Probationary period: Full Time employees serve a one-year probationary period
- Must be able to understand and communicate in English
- Must complete an Occupational Health screening for this position
- Participation in Direct Deposit
- Must maintain the privacy of official work information and data, and demonstrate the highest level of ethical conduct.

APPLICATION INSTRUCTIONS

A complete online application ***must*** be submitted no later than NOON on the closing date to be considered for a USNA NAF/NABSD position. Resumes have a strict two-page limit; any content beyond page two will not be reviewed. **Apply Here:** NABSD Career Center
Visit our website https://www.usnabsd.com/about/careers/ or email nabsdjobs@usna.edu if you need assistance.

EMPLOYMENT PREFERENCES

Explanation of employment preferences is available on the NABSD Website. No preference is given unless requested and documented. Acceptance or declination of a regular position ends ability to claim preference for spouse or Involuntarily Separated (IVS) applicants. To claim a preference, you must attach the following documents with your employment application and request form:

- **NAF RPL (Non-Appropriated Fund Reemployment Priority)**: Most recent separation BBA SF50 (or equivalent).
- **Military Spouse**: most current military member's PCS orders, submit spousal request form – (***Per the CNIC 5300.206b, spouses' preferential consideration for NAF positions at the NF-3 and below)***
- **Veteran**: Page four (4) of the DD-214

Note: Failure to provide the required information may result in loss of consideration for the position and elimination from the selection process. Applicants may be required to provide proof of education, complete a pre-hire health screening, etc. DON is an EEO employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, or other non-merit factor. Reasonable accommodations may be provided to applicants with disabilities. If reasonable accommodation is needed for any part of the application and hiring process, please contact the office that is collecting the applications. The decision on granting reasonable accommodations will be on a case-by-case basis.