

## Opening the Concession

1. Home team manager should unlock concession door. Keys are with electrical box keys.
2. Turn on lights and open sliding window panels.
3. Turn on cash register.
4. Turn on hood vent. Switch is on other side of wall behind grill.
5. Turn on grill (two left knobs @ 350° for cooking, two right knobs @ 150° for keeping warm). If 9:00am weekend game, turn grill on at 10:30. Cleaned and sanitized utensils and pan should be on the right side of the shelf over the 3-part sink.
6. Turn on deep fryer and set at 375°. Oil is heated when green "Ready" light is lit. If 9:00am weekend game, turn fryer on at 10:30.
7. Use hand-washing sink to wash hands. Put on gloves if cooking or touching food.
8. Take hamburger and hot dog rolls out of refrigerator to bring to room temperature.
9. Put out condiments and price sheet on serving shelf.
10. Make popcorn. Make sure the motor and the heater are OFF unless popping.
11. Put 6-8 hot dogs (from refrigerator) in oblong pan with water on hot side of grill to pre-boil. Use the oblong pan's cover. Slide dish to warm side when cooked. Use pre-cooked hot dogs to put on grill as you get orders. Replenish as needed.

## GENERAL INFO

Cook hamburgers frozen. Turn burger when juices start to well on the top of burger. Cook for additional 2 minutes or until 165°. (approx. 4 min per side)

Six chicken nuggets to an order. Deep fry for 3-4 minutes or until they float and look done. (Nuggets are fully cooked chicken)

Deep fry french fries for 4-5 minutes or until they look cooked. You can fit 2 orders per basket. Get paper towel lined tray to dump cooked fries into for salting. Lightly salt. Serve in paper tray.

Check to see if beverages are stocked. Extra chilled drinks are in the storage shed in the old cooler.

Generally, it is a good idea to have a few pre-cooked hamburgers ready since frozen burgers take longer to cook. Try to have about 6 hotdogs in water on the griddle. Use your best judgment regarding pre-cooking based on how busy you are. There is often a big rush between games. Try to be prepared without over doing it.

On weekends, if you have 3 volunteers, you may need one person to handle the deep fryer exclusively, as French fries are popular.

## Closing the Concession

1. Close the grill at 4<sup>th</sup> inning of final game of the night. Make an announcement if someone is calling the game. You will need the remaining time to do the closing.
2. Check that no hamburgers are left in the refrigerators -the small one to the left of the grill and the large one to the left of the Pepsi cooler. For control purposes, any defrosted hamburgers must be thrown away.

3. Clean the grill. Use scraper to get as much build up and grease off as possible and bring to grease trap in the front of grill. The grill should be turned off just before cleaning. Put on red rubber gloves to protect you from the steam. Get a cup of water/carbonated water. Pour water on portion of the grill and use scraper and steel wool pads to remove residue. Be careful of steam and spattering! After all of the residue is removed, wipe down all areas of the grill with a damp cloth. (Clean cloths are located below the grill).
4. TURN OF HOOD VENT.
5. Clean popcorn machine. Remove all popcorn from machine. Wipe down inside and outside of the silver pot in the center with dry paper towel to remove popcorn residue and grease. Wipe inside of bin.
6. Wash all utensils and containers in 3-part sink. Left sink to wash, middle to rinse, right to sanitize. Leave upside down on far right to air-dry. This is required by the health department. Use sanitizer tablets in tub of water for large loads, or use spray sanitizer if you only have a few items.
7. Tidy up and wipe down all counters .
8. Sweep and mop the floor.
9. Close and lock window panels.
10. Cash out. Leave \$50 in the register (try to leave mostly singles) and count out the rest. Do not count any coins. Fill out envelope and place in old cash box.

**Make sure your manager or coach locks the concession door!**