AMENDED OCTOBER 26, 2026

READING LIST ANNOUNCEMENT – PLEASE POST PROMINENTLY

TO: Commissioner Shawn Jenkins, Department of Correction

FROM: Regina Caggiano, Director of Civil Service

DATE: September 18, 2026

SUBJECT: Reading List for Department of Correction - Correction Officer Head Cook Examination

CORRECTION OFFICER HEAD COOK

EXAMINATION DATE – February 5, 2027 and February 6, 2027

This reading list will pertain to the Human Resource Division Written Examination for Department of Correction Officer Head Cook administered on February 5, 2027 and February 6, 2027.

Candidates are responsible for reading all the texts and other materials listed below and on all pages of this announcement. Please note carefully which edition and/or date of publication is listed for each item. All technical knowledge examination questions will be based on these materials.

Servsafe Coursebook, 9th Edition. National Restaurant Association (2026). Chicago, IL. National Restaurant Association Solutions.

Chapter 1
Chapter 3
Chapter 4
Chapter 5
Chapter 7
Chapter 8
Chapter 10
Chapter 12
Chapter 14

The Culinary Professional. Draz, J. and Koetke, C. (2023 or 2027). Tinley Park, IL. The Goodheart-Willcox Company Inc. **(4th or 5th edition accepted.)**

Chapter 1: exclude pg. 7-8 ("Figure 1.3 Common Foodborne Pathogens") and exclude pg. 36-37 ("Hazard Analysis Critical Control Point" up to End of chapter)

Chapter 3: exclude pg. 64- 75 (Start of chapter up to "Hand Tools")
Chapter 4: exclude pg. 101-103 ("Broilers and Grills" up to "Lesson 4.2 - Holding Equipment and Refrigeration") and pg. 106 – 107 ("Equipment Safety Standards" up to End of chapter)
Chapter 5
Chapter 11: exclude pg. 255 – 260 (Start of chapter up to "Basic Knife Cuts") and pg. 262 - 272 ("Mincing" up to "Mirepoix") and pg. 273 – 277 (Peeling and Mincing Garlic" up to End of chapter)
Chapter 18: exclude pg. 462-472 ("Egg Yolk" up to "Lesson 18.3 - Soups")
Chapter 19: exclude pg. 487-489 ("Anatomy of a Grain" up to "Corn") and pg. 502 - 507 ("Risotto Method" up to "Cooking Pasta and Noodles")

PUBLISHERS OF READING LIST TEXTS

~~Servsafe Coursebook, 8th Edition. National Restaurant Association (2022). Chicago, IL. National Restaurant Association Solutions.~~
~~https://www.servsafe.com/access/SS/Catalog/ProductDetail/1030013141008~~

Servsafe Coursebook, 9th Edition. National Restaurant Association (2026). Chicago, IL. National Restaurant Association Solutions. ServSafe® Product Details

The Culinary Professional, 4th Edition. Draz, J. and Koetke, C. (2023). Tinley Park, IL. The Goodheart-Willcox Company Inc.
The Culinary Professional, 4th Edition - Goodheart-Willcox

Or

The Culinary Professional, 5th Edition. Draz, J. and Koetke, C. (2027). Tinley Park, IL. The Goodheart-Willcox Company Inc.
The Culinary Professional, 5th Edition - Goodheart-Willcox

*Note: Either edition of The Culinary Professional can be utilized for this examination. There are no substantial differences between the materials.

Please note that the Human Resources Division does not recommend specific retailers for the purchase of reading list texts. For local vendors, contact the publishers at the telephone number or website listed. Many local retailers will be able to special-order any text not carried in stock.

Any questions regarding the reading list may be directed to Shelagh Herbert at shelagh.herbert@mass.gov. A copy of the reading list is posted on the Human Resources Division's Civil Service Unit website. Examination Preparation Guides and Reading Lists | Mass.gov

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