

JOB TITLE: 4 & 6 hrs.
PAY GRADE: F1
CONTRACT DAYS: 179
SCHOOL: Various Campuses
REPORTS TO: MANAGER

PRIMARY PURPOSE:

Prepares planned quantities of food to meet menu requirements and maintains high standards of quality in food production, sanitation, and safety practices.

SPECIAL KNOWLEDGE/SKILLS:

Ability to read and comprehend instructions, short correspondence, and memos
Ability to write correspondence and effectively present information in one-on-one and small group situations to other employees of the organization
Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists
Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form

MAJOR RESPONSIBILITIES AND DUTIES:

1. Prepares quality food according to a planned menu of standardized recipes.
2. Stores and cares for food items and supplies; maintains a clean and organized storage area.
3. Cleans all areas of the kitchen.
4. Obtains food items from shelves, freezers, coolers, bins, tables, or containers.
5. Serves food according to meal schedules, policies, procedures and National School Lunch Program, Breakfast and After School Snack Program guidelines.
6. Stamps, marks, or labels and dates food.
7. Sets up displays, stocks shelves, coolers, counter bins, tables, freezers, containers, or trays.
8. Performs cashier functions, as assigned.
9. Follows established procedures to ensure standards of cleanliness, health and safety.
10. Performs such other tasks as may be assigned by the Child Nutrition Director, Cafeteria Manager, or as represented on daily work schedule.

EQUIPMENT USED:

Use of large and small kitchen equipment to include, mixer, steamer, sharp cutting tools, ovens, dishwasher, and food utility carts

WORKING CONDITIONS:

Mental Demands:

Frequent interruptions

Physical Demands/Environmental Factors:

The physical/environmental demands/factors described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to climb, stoop, balance, kneel, stand, talk, or listen. The employee must occasionally lift/move up to 45 pounds without assistance. Specific vision abilities required by this job include close vision, distance vision, and ability to adjust focus.

While performing the duties of the job, the employee is sometimes exposed to wet/humid conditions, moderate hot/cold temperatures, and moving kitchen equipment. The employee is occasionally exposed to toxic or caustic (burns and destroys organic tissues) chemicals and risk of electrical shock. The noise level in the work environment is usually moderate.