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JOB DESCRIPTION  
**FOOD SERVICE TECHNICIAN**  
**FOOD & NUTRITION SERVICES**

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**JOB DESCRIPTION CREATION / REVISION DATE:** 12/13/17

**POSITION TITLE:** Food Service Technician – Part-Time

**DEPARTMENT:** Food & Nutrition Services

**REPORTS TO:** Cafeteria Manager

**SUPERVISES:** N/A

**POSITION GOAL(S):**

Responsible for all duties related to the preparation and serving of student meals and snacks (daily). Adheres to the National Breakfast, Lunch, and Snack Programs guidelines and requirements in accordance with Federal, State, and Local regulations. Provides excellent customer service to all. May be required to leave the main work site on occasion for meetings, etc.

**JOB DUTIES / ACCOUNTABILITIES:**

1. Responsible for the proper handling and storage of all food and supplies.
2. Maintains a clean and sanitary work space at all times, in the kitchen area.
3. Utilizes correct serving utensils to ensure accurate meal portioning.
4. Performs and documents temperature/sanitation checks as required by law.
5. Ensures dishwashing is ongoing/completed to meet sanitation expectations at all times.
6. Ability to operate a cash register and make change accurately and efficiently (when assigned).
7. Other duties as assigned.

**EXPERIENCE / KNOWLEDGE:**

1. Experience in a commercial kitchen preferred.
2. Excellent customer service.

**EDUCATION:**

1. High school diploma or equivalent required
2. State of Illinois Sanitation Certificate preferred.
3. Bilingual - Spanish/English (written/verbal) preferred.

**PHYSICAL DEMANDS:**

1. Ability to assist in lifting up to 50 lbs. with proper technique.
2. Ability to stand for long periods of time.
3. Wear appropriate uniform and shoes as provided.



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**TERMS OF EMPLOYMENT:**

This is a ten (10) month, part-time SEIU position. Salary and benefits as per the current collective bargaining agreement and approved by the Board of Education.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of SEIU personnel.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_