

Grant Community High School District #124

POSITION TITLE: **PART-TIME UTILITY WORKER**

DEPARTMENT: **FOOD SERVICE**

REPORTS TO: **FOOD SERVICE SUPERVISOR**

SUPERVISES: **N/A**

PURPOSE OF POSITION: The part-time utility worker provides support in a school district that serves meal and ala carte foods to children and adults in accordance with federal regulations. The Part-Time Utility Worker works under the direction of the Food Service Supervisor.

ESSENTIAL FUNCTIONS

On a daily basis:

- Set up serving line.
- Clean serving area between lunch periods and keep it neat.
- Order food, as needed from kitchen.
- Stocking cashier line.
- Clean cashier area.
- Restock and store equipment and supplies.
- Follow safety procedures in the use of all kitchen equipment.
- Conduct transactions on computer.
- Balance register and prepare deposit at end of shift.
- Performs other duties as assigned by Food Service Supervisor.

As needed:

- Assist full time utility workers with food preparation.
- Assist in unloading deliveries.
- Assist in the dish room with pots and pans.

Always:

- Communicate pleasantly and effectively with diverse populations.
- Be respectful, engaged and dependable.
- Work as a member of a fast-paced, efficient team.

QUALIFICATIONS AND SKILLS

- High School Degree or equivalent.
- Able to work accurately and neatly.
- Good organizational skills.
- Able to work without supervision.
- Able to communicate effectively with diverse populations.
- Simple math skills.
- Basic computer skills.

PHYSICAL DEMANDS

- Able to lift a minimum of 30 lbs.
- Able to stand for 3 hours, uninterrupted.
- Moderate agility required for moving between serving unit and storing unit.

ENVIRONMENT

Continuous exposure to noise and heat.
Occasional exposure to cold.

Grant Community High School District #124

This is a summary of typical functions of the job, not an exhaustive or comprehensive list of all responsibilities, tasks and duties. Responsibilities, tasks and duties of the jobholder might differ from those outlined here to ensure the proper functioning of operations in the food service department. Other duties, as assigned, may be part of the job.