

SUBSTITUTE KITCHEN COOK

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

1. High School Diploma or equivalent.
2. Comparable experience as a cook in a school district or work experience in a similar food service setting.
3. Personality conducive to positive public relations work with students, staff, administrators and patrons.
4. Physically able to perform assigned duties.
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Reports to: Child Nutrition Supervisor and Kitchen Manager

Supervises: N/A

Job Goals:

To serve the students and staff nutritious and appealing meals in an atmosphere of efficiency, cleanliness and warmth.

Essential Duties and Responsibilities:

1. Participate in the preparation and serving of food in accordance with the instructions of the Kitchen Manager.
2. Maintain the highest standards of safety and cleanliness in the kitchen.
3. Have a positive and professional demeanor when working with students, staff, administrators, and patrons.
4. Communicate effectively, receive and accept instruction, and foster productivity and satisfaction through collaboration with other employees.
5. Comply with Child Nutrition Dress Code Policy.
6. Assist in the daily cleaning and sanitation of kitchen, equipment, dishes and utensils.
7. Maintain high standards of ethical behavior and confidentiality.
8. Have regular and predictable attendance. Respond quickly to requests for substitute assignments.

Other Duties and Responsibilities:

Perform all other duties as assigned.

Terms of Employment:

This position shall be considered in all respects “employment at will” and the employee is subject to discharge by the District at any time without cause. The “employment

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period” and other descriptions and terms set forth in this job description shall not create a property

right in the employee, and such are set forth only to advise the employee of when and what type of services will be required by the District so long as employment continues.

An employee working in this position shall, at all times, be subject to the direction of the persons to whom said employee has primary responsibility or said person's designee(s), and at all times shall be subject to the rules, regulations and policies of the District as promulgated by the Board of Trustees. Each employee shall be held responsible for having knowledge of said School District rules, regulations and policies.

This position is an on-call, as needed basis. Salary to be determined by Child Nutrition Salary Schedule as adopted by the Board of Trustees.

Evaluation:

No formal evaluation, as this is a substitute position only.

Physical Demand/Work Environment

The physical demands 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 sit; stand; walk; have sufficient hand, arm and finger dexterity; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee is regularly required to be in a stationary position; move about as needed; use, prepare, place, set up, remove/replace, and collect items; communicate, convey, discuss, and exchange information. The employee is frequently required to distinguish or determine flavors. The employee is occasionally required to move inventory up to 50 pounds.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually moderate to loud.

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|----------------|---------------|
| Reviewed _____ | Revised _____ |
| | 10/06 |
| | 01/11 |
| | 02/15 |
| | 12/16 |
| | 01/18 |
| | 05/25 |

Notes:

All certificated and non-certificated employees and other individuals are required to undergo a criminal history check and submit to fingerprinting. Any applicant convicted of any of the felony crimes enumerated in Section 33-1208, Idaho Code may not be hired, and any applicant convicted of any felony offense listed in Section 33-1208(2), Idaho Code shall not be hired.

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CHILD NUTRITION

FLSA Status – Non-exempt
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Legal Reference: I.C. § 33-512 Governance of Schools
I.C. § 33-1210 Information on Past Job Performance

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