

# Food Services

# Food Service Assistant

FLSA Status: *Non-Exempt*

## General Definition of Work

Performs intermediate semiskilled work preparing, cooking and serving food in accordance with the menu, cleaning and maintaining kitchen and lunchroom, and related work as apparent or assigned. Work is performed under the moderate supervision of the Cook Manager.

## Qualification Requirements

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

## Essential Functions

Assist with all aspects of school food preparation, as assigned by the Head Cook, including such tasks as panning, washing fruits and vegetables, slicing, cutting, preparing sandwiches, salads, filling condiments and milk coolers, and other duties as assigned.

Set up food on serving lines, serve meals in a customer-service oriented manner, and ensure students take the required number of items for reimbursable meals.

Maintain sanitation and safety standards and regulations so all health standards are met; learn and follow HACCP; observe all federal, state, and local safety and sanitation regulations.

Actively and fully participate in training.

Cashier when assigned; ensure data privacy of information, names, balances and free and reduced lunch program, following district policies and guidelines.

## Knowledge, Skills and Abilities

Some knowledge of materials and methods used in preparing and serving breads, vegetables and other foods on a large scale; general knowledge of the use or care of food preparation equipment; general knowledge of U.S.D.A. rules and regulations; skill in the use of standardized and specialized kitchen utensils and equipment; ability to work long hours while standing and under high temperature conditions; ability to establish and maintain effective working relationships with associates.

## Education and Experience

High school diploma or GED and minimal experience working in a kitchen facility preparing food in mass quantities, or equivalent combination of education and experience.

## Physical Requirements

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires standing, walking, speaking or hearing, using hands to finger, handle or feel, tasting or smelling and lifting, frequently requires sitting, reaching with hands and arms and repetitive motions and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling and pushing or pulling; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices and operating machines; work occasionally requires wet, humid conditions (non-weather), working near moving mechanical parts, working in high, precarious places and exposure to extreme heat (non-weather); work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

## Special Requirements

Serve Safe certification is required within six (6) months of date of hire.

School Nutrition Association Level I Certification, may be obtained within one (1) year of hire.

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Right to Know certification is required within six (6) months of date of hire.