

Carroll Independent School District Job Description

JOB TITLE: **Food Service Worker**

Pay Grade: 0A1

Supervisor: Food Service Manager

Employment Days: 179

Department: Child Nutrition

Wage/Hour Status: Non-exempt

MISSION:

Building on a Dragon tradition of excellence, the Carroll Independent School District will foster a safe, caring, and creative learning environment that inspires students to realize their full potential as they positively impact the world around them.

JOB SUMMARY:

This position will aid in creating an individualized education that challenges each student in keeping with the district's mission. This position will prepare and serve appropriate quantities of food to meet menu requirements.

QUALIFICATIONS:

- Effective interpersonal skills.
- Oral and written communication skills.
- Ability to understand food preparation and safety instructions.
- Working knowledge of kitchen equipment and food production procedures.
- Ability to operate large and small kitchen equipment and tools.
- Ability to perform basic arithmetic operations.

MAJOR RESPONSIBILITIES:

- Prepare quality food according to a planned menu of tested, uniform recipes.
- Serve food according to meal schedules, departmental policies, and procedures.
- Practice and promote portion control and proper use of leftovers.
- Maintain a clean and organized storage area.
- Operate tools and equipment according to prescribed safety standards.
- Follow established procedures to meet high standards of cleanliness, health and safety.
- Keep garbage collection containers and areas neat and sanitary.
- Correct unsafe conditions in work area and report any conditions that are not correctable to the Food Service Manager.
- Keep abreast of innovative practices.
- Be adaptable and flexible in acceptance of changes in techniques and procedures.
- Maintain a professional level of confidentiality regarding all district matters.
- Uphold and adhere to safety rules.
- Support the goals and objectives of the district and follow district policies.
- Perform other duties as assigned.

EQUIPMENT USED:

Large and small kitchen equipment and tools including electric slicer, mixer, pressure steamer, deep-fat fryer, sharp cutting tools, ovens, dishwasher, and food and utility cart.

MENTAL DEMANDS:

This individual should be a self-motivated starter; perform tasks with little or no supervision; maintain a proactive attitude when establishing relationships among district personnel; and maintain emotional control under stress.

PHYSICAL DEMANDS/ENVIRONMENTAL FACTORS:

This position will require approximately 35% walking/standing; 40 % sitting and 25% lifting; carrying up to 25 lbs; and stooping/bending.

THE REFERENCED STATEMENTS DESCRIBE THE GENERAL CHARACTERISTICS, QUALIFICATIONS AND PERFORMANCE RESPONSIBILITIES OF THIS POSITION, HOWEVER, ADDITIONAL REQUIREMENTS MAY BE STIPULATED DURING THE TERM OF ASSIGNMENT.

REVIEWED BY: _____ DATE: _____
(Director of Personnel Services)

APPROVED BY: _____ DATE: _____
(Assistant Superintendent for Administrative Services)

Date Created: 7/2003	Date(s) Revised: 10/2015
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