



FOOD SERVICE EQUIPMENT FOREMAN

QUALIFICATIONS:

1. Possession of a valid Mississippi Driver's License
2. Physical strength and freedom from disabling defects to permit lifting and moving of equipment.
3. Experience pertaining to and maintaining and repairing food service equipment.

SUPERVISES: Employees or individuals assigned to assist with repairs or other maintenance duties as needed.

REPORTS TO: Director of Food Service

JOB GOAL: To maintain and repair Food Service Equipment for all Meridian Public School District Cafeteria Sites. Support and assist the Food Service Director in the overall operation of the Food Service Department.

TYPICAL DUTIES AND RESPONSIBILITIES: Such duties and responsibilities as may be assigned, including but not limited to:

1. Ensures economical, effective use is made of materials purchased.
2. Responsible for reporting the repair and maintenance of items and equipment in assigned areas.
3. Assists in the preparation of orders for tools, materials and supplies.
4. Checks the quantity and quality of materials and supplies received and reports any inaccuracies.
5. Sets up special services or assignments and maintains a complete service frequency maintenance program for preventative maintenance purposes of all equipment, vehicles and tools in assigned areas of responsibility.
6. Performs other tasks, as assigned by the Food Services Director as designated by the Superintendent..
7. Demonstrates prompt and regular attendance.
8. Supports the Meridian Public School District Mission, Vision, and Strategic Plan.

TERMS OF EMPLOYMENT: As determined by the Board of Trustees. This is an "at-will" position reporting 235 days per year.

EVALUATION: Annually.