

# Washington Township Schools

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www.msdwt.k12.in.us



The Metropolitan School District of Washington Township (MSDWT) is located in the northern section of Indianapolis. It is a dynamic community with broad diversity in cultures, religions, ethnic groups, races, and socioeconomic levels. MSDWT has been an educational leader in Indiana for the last sixty years.

Our mission is to nurture our students into tomorrow's leaders by cultivating learning environments that ignite innovation, amplify diverse and critical thinking, and inspire growth and achievement.

## JOB DETAILS

<b>Job Title</b>	Cafe Team Member
<b>Education</b>	High School Diploma or equivalent
<b>Location</b>	All MSDWT Schools
<b>Work Schedule</b>	Part-time, hours determined by individual location
<b>Calendar Length</b>	School Year, 185 days
<b>FLSA Classification</b>	Non-exempt, hourly employee
<b>Hourly Rate</b>	\$15.60/hr
<b>Benefits</b>	Paid Illness and Personal Business days, Seven paid holidays, District contributions to VEBA and 401A retirement accounts

## JOB EXPECTATIONS & REQUIREMENTS

### Position Purpose / Description

Under the supervision of the Cafeteria Manager, Assistant Manager, Principal and Supervisor of Child Nutrition, the Café Team Member is responsible for performing the following duties:

- Prepares high quality food items according to standardized recipes and instructions to meet production and service schedules.
- Serves meals or prepares for delivery by using correct portioning, meeting outlined standards, ensuring required food temperatures and is presented attractively.
- Documents meals according to federal regulations while maintaining confidentiality.
- Cleans kitchen and serving areas after preparation and service, maintaining high standards of sanitation and cleanliness.

- Maintains positive relationships with all team members and building staff.
- Communicates effectively with all school and community stakeholders, treating all with confidentiality, fairness, dignity and respect.
- Performs job safely at a fast pace while maintaining a clean, safe work environment.
- Performs all duties as assigned

#### Education

- High School Diploma or equivalent

PHYSICAL REQUIREMENT	<b>PERCENT OF TIME</b> Seldom = Less than 25% Occasional = 26 to 50% Often = 51 to 75% Very Frequent = 76% and above
Ability to stand for extended periods of time	Very Frequent
Ability to carry 25 pounds	Very Frequent
Amount to lift 25 pounds	Very Frequent
Amount of force to push/pull up to 25pounds	Very Frequent
Ability to work at a desk, conference table or in meetings of various configurations	Seldom
Ability to see for the purpose of reading laws and codes, rules and policies and other printed matter	Very Frequent
Ability to hear and understand speech at normal levels	Often
Ability to communicate so others will be able to clearly understand a normal conversation	Often
Ability to operate office equipment	Seldom
Ability to reach in all directions	Very Frequent
Climbing	Seldom
Overhead work	Occasional

The Metropolitan School District of Washington Township is an equal opportunity/equal access employer fully committed to achieving a diverse workforce and complies with all applicable Federal and Indiana State laws, regulations, and executive orders in its programs and activities. Washington Township does not discriminate on the basis of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran's status.