Job Title: Child Nutrition Worker  
Wage/Hour Status: Nonexempt  
Reports to: Cafeteria Manager  
Dept./School: Child Nutrition Department  
Date Revised: 10/24/2016  

Primary Purpose: 
Prepare and serve appropriate quantities of food to meet menu requirements. Maintain high standards of quality in food production, sanitation, and safety practices.

Qualifications:  

**Education/Certification:**  
- High School Diploma or Equivalent preferred  
- Certified Food Handler Card (CFC) by the TX Department of Health  
- Texas Association of School Nutrition Level 2  
- Continuing Education to maintain all levels  

**Special Knowledge/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  
- Operate tools and equipment according to prescribed safety standards.  
- Interpersonal skills using tact, patience and courtesy.  
- Provide courteous customer service to faculty, students and other team members  
- Ability to: read recipes and follow instructions, measure  
- Ingredients, count food inventory, and other materials.  
- Perform other job-related duties as assigned.  
- Ability to stand and walk for long periods of time and  
- Perform moderate amounts of stooping, bending, kneeling, lifting, and pushing: ability to lift up to 40 pounds  
- Ability to withstand exposure to extreme heat and or cold temperatures

**Experience:**  
- Minimum 1 years of institutional foodservice  
  Some knowledge of federal school meal regulations and department procedure preferred

Major Responsibilities and Duties:  

**Food Preparation and Serving**  
1. Prepare quality food according to a planned menu of tested, uniform recipes.  
2. Serve food according to meal schedules, departmental policies, and procedures.  
3. Practice and promote portion control and proper use of leftovers.  
4. Supervise storage and handling of food items and supplies. Maintain a clean and organized storage area.
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Safety and Sanitation

5. Operate tools and equipment according to prescribed safety standards.

6. Follow established procedures to meet high standards of cleanliness, health, and safety.

7. Keep garbage collection containers and areas neat and sanitary.

8. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.

9. Maintain personal appearance and hygiene.

Other

10. Handle and record cashier functions accurately.

11. Help record food requisitions and orders necessary supplies.

12. Maintain daily food preparation records.

13. Promote teamwork and interaction with fellow staff members.

Supervisory Responsibilities:

None.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Standard large and small kitchen equipment and tools including electric slicer, mixer, pressure steamer, deep-fat fryer, sharp cutting tools, stove, oven, dishwasher, and food/utility cart

Posture: Prolonged standing; frequent kneeling/squatting, bending/stoop, pushing/pulling, and twisting

Motion: Continual walking; frequent climbing (ladder), grasping/squeezing, wrist flexion/extension, reaching/overhead reaching

Lifting: Frequent moderate lifting and carrying (15–44 pounds)

Environment: Work inside in commercial kitchen environment; exposure to extreme hot and cold temperatures, extreme humidity, noise, vibration, microwaves, biological hazards (bacteria, mold, fungi), chemical hazards (fumes, vapors, gases), electrical hazards; work with hands in water; work around machinery with moving parts; work on slippery surfaces

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Signature: ___________________________ Date: ___________________________