

CAFETERIA WORKER

Job Description: Support Staff

Adopted 04.05.79; Amended 03.09.89; Revised 07.09

PAY SCALE:	Food Service
QUALIFICATIONS:	High School graduate displaying cleanliness, knowledge of food preparation and serving, and a strong work ethic.
REPORTS TO:	Cafeteria Supervisor
JOB GOALS:	The Cook is responsible for high quality food preparation and courteous, efficient service
TERMS OF EMPLOYMENT:	Employed for the days school is in session, approved holidays, and preparation and clean up prior to the opening of school. Salary to be determined annually by the Board of Education and hours to be set at the time of employment.
EVALUATION:	Performance will be evaluated annually prior to May 1 by the Cafeteria Supervisor. Evaluation forms shall be filed with the Assistant Superintendent.

RESPONSIBILITIES:

1. Operate on a daily work schedule developed by the cafeteria supervisor.
2. Prepare major food items using approved recipes, preparation and serving standards.
3. Store and use leftovers in consonance with policies of the cafeteria supervisor.
4. Maintain approved standards of sanitation, health and safety.
5. Assist cafeteria supervisor in completing requisitions for supplies needed.
6. See that adequate supplies are available for the next day's needs.
7. Perform such other duties as may properly come within the scope of the position or that may be requested by the cafeteria supervisor.

Part-Time Cook: The qualifications, reporting procedures, job goals, performance responsibilities, and evaluations are identical to that of cook. The terms of employment will vary with need and will be stipulated at the time of employment.