

HUDSON SCHOOL DISTRICT

JOB DESCRIPTION

POSITION TITLE: Culinary Assistant

POSITION STATUS: Hourly Non-Exempt

UNION (if applicable): Non-Union

LOCATION: Wilbur H. Palmer Career and Technical Education Center, Alvirne High School

REPORTING TO: CTE Director

JOB SUMMARY: Supporting the Culinary Arts Department at Wilbur H. Palmer Career and Technical Education Center, Alvirne High School, the Culinary Assistant is assists in preparing and cleaning the department kitchen for use.

RESPONSIBILITIES:

- Cleaning surplus dishes left from labs and classes
- Cleaning kitchen equipment, as necessary
- Follows sanitation procedures when using and cleaning equipment.
- Assisting the chef/teachers with putting away food orders
- Follow safe food practices during all food handling processes.
- Packaging student projects
- Wash and put away clean laundry
- Occasional support for after-school activities may be needed
- Other duties as assigned.

SUPERVISORY RESPONSIBILITIES:

- N/A

SKILLS/QUALIFICATIONS:

- Ability to perform job tasks that may include heavy lifting and kitchen maintenance.
- Energetic, flexible, open-minded, and ability to relate well to children and adults and to project a positive image working as a team as well as individually.
- Good math, interpersonal, hearing, and communication skills.
- Successful completion of a criminal background check.

EDUCATION AND EXPERIENCE:

- High School Diploma or GED.
- Minimum two years of experience in a food service environment preferred.
- Hold or be eligible to hold a ServSafe certification. This is optional.

PHYSICAL REQUIREMENTS:

- In a normal workday, the employee may be required with or without reasonable accommodation to do the following stand, reach, kneel, and walk frequently, climb, and sit infrequently;
- Regularly lift and/or move up to 40 pounds, frequently lift and/or move up to 50 pounds and occasionally move up to 75 pounds.
- Work in noisy and crowded environments.

***Note:** This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time, as it deems advisable.

I have read and understand this job description.

Signature:

Date:
