

HUDSON SCHOOL DISTRICT

JOB DESCRIPTION

POSITION TITLE: Food Service Worker 1

POSITION STATUS: Hourly Non-Exempt

UNION (if applicable): PSRP

LOCATION: Assigned School

REPORTING TO: Food Service Kitchen Manager

JOB SUMMARY:

The goal of the Hudson School Food Service Team is to provide each school child with food of high nutritious quality. The Food Service Worker 1 has a responsibility to maintain a cafeteria environment that has an atmosphere of safety, cleanliness, and personal caring that is conducive to providing a quality product and service to our students and administration.

RESPONSIBILITIES:

- Follows policies and procedures for holding and serving food and portioning food items.
- Follow safe food practices during all food handling processes.
- Follows the rules of safe Time & Temperature requirements and if needed, corrects promptly.
- Maintains confidentiality of students, program and school.
- Identifies and ensures that reimbursable meals meet requirements.
Moves food to and from freezers, refrigerators and storeroom, fills all food bars, condiments, drink coolers, napkin/utensil dispensers, snack racks, etc. based on the menu for the day. Properly stores leftovers in a safe and sanitary manner.
- Operate equipment safely.
- Follows sanitation procedures when using and cleaning equipment.
- Reports any unsafe working conditions or broken equipment immediately to the Food Service Kitchen Manager or Food Service Assistant Kitchen Manager for proper repair.
- Keeps track of daily production and quantities of foods used and submits to the Food Service Cook or designee.
- Assists in creating a pleasant eating environment for students and staff.
- Effectively handle student or staff complaints.
- Work cooperatively and effectively with others. You are part of a TEAM.
- Complete at least 4 hours of training as required by USDA and the District.
- Performs any other reasonable duties as required by the Food Service Kitchen Managers and/or the Food Service Director.
- Requires daily attendance and punctuality in required uniform.

SUPERVISORY RESPONSIBILITIES:

- N/A Please refer to the responsibilities within the NH DOE Code of Code and Code of Ethics.

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;

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- 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:
