

United Independent School District

Department of Human Resources

PART TIME CAFETERIA WORKER

Food Services Department

Primary Purpose:

Assisting in preparing, serving, and accounting of food items and cleaning within the Food Service Department.

Educational Qualifications:

- Valid Texas Food Handlers Certificate required
- Must have some knowledge of the English language
- Must demonstrate knowledge of basic mathematics skills
- Must demonstrate adequate physical dexterity and hand/eye coordination
- One year experience required related to the job assignment
- Uses large and small kitchen equipment to include: electric slicer, mixer, pressure steamer, and sharp cutting tools, ovens, dishwasher and food utility cart and other equipment

Major Responsibilities and Duties:

1. Must have some knowledge of simple arithmetic, to provide supervisors with accurate counts of meals prepared and meals leftover, etc.
2. Must have acceptable physical dexterity and hand/eye coordination to assemble meal portions at an acceptable rate.
3. May be assigned to another location with little notice, personal transportation is mandatory.
4. Must have the ability to follow oral and written instructions.
5. Must have the knowledge of basic cooking methods and use of large quantity recipes.
6. Assist in preparing food according to recipes.
7. Must have the knowledge of sanitation procedures.
8. Must attend in-service training sessions.
9. Ability to establish and maintain effective working relationship with employees.
10. Willingness to learn and acquire new experience and training and new assignments.
11. Maintain sanitation standards in the kitchen and serving area.
12. Maintain personal hygiene and appearance.
13. Assist in placing cold food in cold serving pans and hot food in hot serving pans.
14. Cleans and washes equipment used in cooking.
15. Performs such other duties as the Director of Food Service may require.

Working Conditions:

Reading; ability to communicate effectively (verbal and written); maintain emotional control under stress, and get along with co-workers. Stand, walk, push, and pull; lift and carry up to 30 lbs; sweep and mop, some stooping, bending, and kneeling. Limited exposure to extreme hot and/or cold temperatures.

Terms of Employment:

Wage / Hour Status: Non Exempt
Rate of Pay: \$12.00 / hour
Minimum Work Days: As Needed

Date Last Revised: 05/18

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skill that may be required.