

The Vernon Public Schools, in partnership with family and community, is committed to provide a quality education, with high expectations, in a safe environment where all students become independent learners and productive contributors to society.

JOB DESCRIPTION



Position:	Cafeteria Worker
Reports to:	Director of Food & Nutrition
Employment Status:	Regular/Part-time
FLSA Status:	Non-Exempt
Description:	Support the Cafeteria Manager and other staff to achieve a clean, nutritious, and pleasurable cafeteria experience for students

NOTE: The below lists are not in order of importance

Essential Functions:

- Ensure safety of students
- Assist in preparation of food
- Maintain sanitary work area, i.e., clean counters, equipment, tray stations, etc.
- Serve food
- Wash pots, pans, utensils and other food prep materials
- Maintain serving area as needed with proper utensils, condiments, etc.
- Adhere to all sanitary standards in both work and attire as stipulated during training
- Maintain the strictest confidence concerning personnel, students and operational concerns of the district
- Promote good public relations by personal appearance, attitude and conversation
- Report all cases of suspected child abuse to appropriate school personnel and proper government authority
- Attend meetings and in-services as required
- Maintain a pleasant, cooperative work atmosphere

Other Duties and Responsibilities:

- Serve as a role model for students and staff
- Exercise care and safety in the use of all utensils and equipment
- Interact in a positive manner with staff, students and parents
- Respond to routine questions and requests in an appropriate and timely manner
- Perform other duties as assigned by the Director of Food and Nutrition Services and/or Cafeteria Manager

Qualifications/Certificates:

- High School Diploma
- "ServSafe Certification
- Alternative to the above qualifications as the Superintendent and/or Vernon Board of Education may find appropriate

Required Knowledge, Skills, and Abilities:

- Communicates ideas and directives clearly and effectively, both orally and in writing
- Demonstrates effective, active listening skills
- Works effectively with others
- Reads and understands verbal and written instructions, warnings, and labels
- Possesses organizational and problem solving skills
- Works quickly and efficiently

Additional Working Conditions:

- Interaction among children
- Repetitive hand motion, e.g., computer keyboard, typing, calculator, writing
- Regular requirement to sit, stand, walk, read, hear, see, speak, reach, stretch with hands and arms, crouch, kneel, climb and stoops
- Frequent interruption of duties by staff, students, visitors and/or telephone
- Occasional requirement to lift, carry, push and/or pull various supplies and/or equipment up to a maximum of 50 pounds

Equipment Operated:

Can Opener	Oven	Dishwasher	Food processor	Grinder
Knives	Microwave	Mixer	Steamer	Braiser
Vending Machine	Calculator	Cash Register	Other relevant equipment/technology	

Required Testing

None

Continuing Educ./Training**Clearances**

Fingerprint/Background

Evaluation:

Performance will be evaluated annually in accordance with the provisions set by the Vernon Board of Education

My signature below signifies that I have reviewed the contents of my job description and that I understand the requirements of my position.

Signature

Date