

WASECA PUBLIC SCHOOLS

JOB DESCRIPTION

- JOB TITLE:** **FOOD SERVICE AIDE**
- DEPARTMENT:** Food Service
- QUALIFICATIONS:** Knowledge of food preparation procedures following sanitation and safety requirements
Operational knowledge in use and care of quantity food preparation equipment used in the kitchen
Knowledge of dish washing and cleaning procedures following sanitation and safety requirements
Operational knowledge in use and care of dish machine equipment used in the kitchen
Ability to bend, twist and lift up to 50 pounds in weight
Desire to work in an educational setting serving students and staff
Experience in food service desirable
Interest in membership in MSFSA/ASFSA
- EDUC/CERTIFICATION:** Level 1 as recognized by the ASFSA within three years from the anniversary date of employment in this classification
- REPORTS TO:** Production Manager
Director of Food Service
- JOB SUMMARY:** Assists production/lead cooks with preparation of menu items, sets up the serving/condiment areas for the food service program and serves nutritious food to students and staff in assigned building(s) for the school breakfast and/or lunch program. Assists students as needed with the disposal of paper and remaining food items, washes trays/silverware/food preparation equipment/utensils following health code regulations and helps with cleaning the food preparation and cafeteria area. Assists with special food service functions as requested.
- JOB RESPONSIBILITIES:**
1. Assists with food preparation for the daily meal offerings and/or a la carte offerings utilizing basic food preparation equipment. This may include but is not limited to the slicer, VCM, mixer and range.
 2. Follows sanitation and safety requirements in the preparation and serving of food items.
 3. Assembles and packages food for delivery to other schools.
 4. Records food usage and production for food items prepared; assists with monitoring food and non-food inventories.
 5. Assists setting up the cafeteria for the food service program. This includes but is not limited to the cafeteria tables, milk cooler, tray/silverware cart and dish return area.
 6. Assists setting up serving line in accordance with meal service guidelines and helps serve food.
 7. Assists in cleanup of equipment, serving area, cafeteria, and dish room during and after meal service.
 8. Follows appropriate hygiene practices.

9. Attends staff meetings, job-related training classes and workshops as requested.
10. Is available for special event assignment as needed.
11. Other duties as assigned to help provide for an efficient and effective food service operation.