

Job Title: Food Service Worker
Department: Food Service
Reports To: Food Service Manager/Co-Manager
FLSA Status: Non Exempt
Salary Schedule: FD lane 01



SUMMARY

Performs a variety of duties related to the day-to-day preparation and delivery of school food service students.

ESSENTIAL DUTIES AND RESPONSIBILITIES *may include the following. Regular attendance and timeliness is an essential job function to perform the essential duties and responsibilities of the position. While this job description attempts to outline all essential duties of the position, the description is not a contract and the job functions are subject to change at the organization's discretion. Other duties may be assigned.*

Uses relationship to assignment given by principal, in coordination with Food Service Manager and in cooperation with District Food Service Supervisor.

Prepares and serves food daily in the cafeteria.

Utilizes various recipes, proportions, and recipe contents according to estimated serving needs.

Operates various types of commercial kitchen equipment such as mixers, slicers, graters, choppers, steam tables, ovens, deep-fat fryers, etc. as needed to prepare, cook, and serve meals.

Washes dishes and equipment and assists in work area clean-up.

Prepares food according to planned menu, uniform recipes, and determines quality of product served. Prepares a variety of meals under the direction of the Food Service Manager.

Sets up food serving lines.

Serves food and controls food line activity to assure orderly and efficient meal service.

Stores and cares for food in accordance with health guidelines.

May accept money, tickets, etc. for food and beverage service as assigned.

Performs all necessary cleaning for operation of the lunch program.

Transports food to another location and organize food distribution as assigned.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

KNOWLEDGE, SKILLS, ABILITIES, AND QUALIFICATIONS *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must demonstrate an acceptable level of maturity, good judgment, and emotional stability.*

Ability to establish and maintain effective working relationships with co-workers, school staff, and students.

Knowledge of various nutrition standards, specialized menu development, and procedures associated with meal preparation.

Knowledge of various types of kitchen equipment and their uses.

Knowledge of safety standards, sanitation and health standards, and observe all rules of sanitation. Knowledge of food borne diseases.

Ability to determine the size of servings to meet the necessary requirements with regard to the ages of those served.

Ability to assist children as necessary.

Ability to read, write, and communicate effectively in English at a level required for successful job performance. Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to employees of the school district.

Ability to work with applicable mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to perform mathematical operations using units of American money.

Ability to apply common sense understanding to carry out essential duties of this position. Ability to carry out instructions furnished in written, oral, or diagram form. Ability to troubleshoot and solve problems involving concrete variables situations. Ability to define problems, collect data, establish facts, and draw valid conclusions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); or six months to one year related experience and/or training; or equivalent combination of education and experience.

Have one or more years of experience in institutional, restaurant, or school kitchen environment.

CERTIFICATES, LICENSES, REGISTRATIONS

Valid Food Handler's Permit/License. Valid Utah Driver's License.

Must have a valid ServSafe permit/license or obtain within 6 months of being hired.

Effective July 1, 2015, must complete annual continuing education/training hours required by the Professional Standards for State and Local School Nutrition Programs Personnel Rule as required by the Healthy, Hunger-Free Kids Act of 2010 (HHFKA).

PHYSICAL DEMANDS *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; talk or hear; and taste or smell. The employee frequently is required to sit. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move items up to 10 pounds and frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and color vision. **Must pass a Pre-Employment Fitness for Duty Assessment.**

WORK ENVIRONMENT *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts. The employee is occasionally exposed to risk of electrical shock and vibration. The noise level in the work environment is usually moderate.

Prepared By: District Food Service Supervisor			Date: 11/17/2004
Approved By: Executive Director, Human Resources			Date: 11/14/2004
<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: HR Position Management Specialist	Date: 08/01/2005
<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: HR Position Management Specialist	Date: 05/11/2010
<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: HR Position Management Specialist	Date: 10/31/2013
<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: HR Position Management Specialist	Date: 07/01/2015
<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: HR Position Management Specialist	Date: 04/13/2017

EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT:

By signing below, I acknowledge that I have received a district approved position description for my current position. I understand it is my responsibility to review the position description and direct any questions regarding the position description to my department supervisor or the Human Resources Department.

Print Name:	Date:
Employee Signature:	