

POSITION DESCRIPTION

Food Service Worker

Revision Date: 03/18/16

Reports to: Food Service Manager

Supervises:

General Description of Duties (Knowledge, Skills and Abilities):

Prepares all menu items for the child nutrition breakfast and lunch programs, catering events, and a la carte items. This includes but is not limited to main menus, meats, breads, fruits, vegetables, desserts, and salads.

Salary Level

Level 1 – pursuant to Cherokee Central Schools Salary Schedule

Fair Labor Standards Act Status

Non-Exempt

Qualifications/Experience

Requires a minimum of a High School Diploma or GED. Previous experience in food service preferred but not required.

Major Functions

1. Function: General Cooking and Preparation

- Prepares food by using standardized recipes and specified quantities
- Reads recipes and directions for number of meals to be served
- Gathers items as directed by recipe and weighs and measures designated ingredients
- Stores food and equipment in specified locations as well as stocking, rotating and counting inventory
- Labels food and supply items and arranges items to retain sanitation and quality
- Mixes and stirs Ingredients, slices and chops food
- Places food in proper place on serving line and/or hot holding unit and/or refrigerator, as well as proportions and serves food
- Cleaning of the equipment, dishes, and dining rooms
- Takes temperature and records temperature of all food items
- Notifies manager of equipment repairs and problems
- Runs the point of sale computer and counts the money from their specific register
- Assists with preparing leftovers for later use

1) Function: Skills and Knowledge

- Knowledge of food preparation and serving practices
- Knowledge of safety and sanitation practices
- Some knowledge of simple arithmetic
- Skill in the use of kitchen utensils and equipment
- Ability to perceive size and serve standard portions
- Ability to read and understand simple written instructions

2) Function: Physical Effort

Work requires considerable amounts of lifting, bending, heavy mixing, and the majority of the day requires standing. Employees must be able to lift no less than 50 lbs.

3) Function: Working Conditions:

The majority of work is done in the kitchen, serving lines, and dining room. The food service worker is subject to extreme amounts of heat/cold, dirt, grease and chemicals.

4) Function: Other:

Employee may be asked to perform other duties as assigned.

Appearance/ Disclaimers:

All staff are expected to dress in a professional manner, in accordance with the personnel policy, at all times when on duty. This Position Description is not a binding contract. Management, with approval of the School Board, has the right to alter this position description without notice.

