

Our Vision
*Excellence in education,
community, and self for success in
tomorrow's opportunities.*



Our Mission
*Maximize and foster learning and
growth for all through continuous
improvement.*

May 2019

JOB TITLE:	KITCHEN STAFF
DEFINITION:	The Kitchen Staff is responsible for the production of highly nutritious food to each school child in an atmosphere of cleanliness, cheerfulness, and personal caring. The Kitchen Staff reports directly to the Kitchen Lead.
QUALIFICATIONS:	<ol style="list-style-type: none"> 1. High School Diploma or equivalent. 2. Experience in food service management. 3. Such alternative to the above qualifications as the Board may find appropriate and acceptable.
KEY FUNCTIONS:	<ul style="list-style-type: none"> • Prepare and serve fresh, tasty, and attractive entrees, sandwiches, salads, vegetables and desserts in a timely manner. • Follow standardized recipes, knowledge of portion control as well as using correct weights and measures. • Cleans, organizes and maintain equipment and facilities. • Possess working knowledge of the computer to work as a cashier. • Practices standards of sanitation, quality control, and customer service. • Coordinate with other staff to ensure coverage. • Complete all required trainings. • Performs any and all other duties relating to the food service department as needed.
PHYSICAL DEMANDS:	<p>This position requires physical ability to carry out the following activities, with or without reasonable accommodation:</p> <ol style="list-style-type: none"> 1. Communicating with others (talking, hearing, keyboarding and handwriting); 2. Observing instructional activities (seeing, listening to oral interpretation); 3. Ability to lift 35 pounds.
CAPACITY AND ABILITY REQUIREMENTS:	<p>In order to learn or perform duties adequately, the following are required:</p> <ol style="list-style-type: none"> 1. Adaptability to performance of a variety of duties, without loss of efficiency or composure. 2. Ability to accept responsibility for direction, control or planning of an activity. 3. Adaptability to dealing with people beyond giving and receiving instructions.

	<ol style="list-style-type: none"> 4. Adaptability to making of generalizations, evaluations or decisions based on sensory or judgmental criteria. 5. General learning ability; ability to understand instructions, concepts and underlying principles; ability to reason and make judgments. 6. Ability to understand meanings of words and ideas associated with them, and to transfer understandings to individuals and groups as necessary. 7. Ability to perform arithmetical operations quickly and accurately. 8. Ability to perform manual functions easily.
WORK CONDITIONS:	Normal working environment. The Kitchen staff may be exposed to extreme temperatures and food borne allergens.
GENERAL REQUIREMENTS:	This job description is intended to describe the general nature and level of work to be performed by those assigned to this position. It is not intended to be a complete list of responsibilities, skills and duties required of the Kitchen staff.
TERM OF EMPLOYMENT:	Varies.
EVALUATION:	The position is evaluated by the Business Manager.