

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

POSITION PROFILE – KITCHEN HELPER

QUALIFICATIONS

Possession of a high school diploma or its equivalent.

SKILL PREPARATION

Ability to lift minimum of 25 pounds.

Ability to read production sheets and document food used.

Ability to properly handle money and give correct change.

DUTIES AND RESPONSIBILITIES

Be responsible to the Cook Manager and the Food Service Director for completion of all assigned duties with accuracy, professionalism, and confidentiality

Report to work in a punctual manner and in a clean uniform and hairnet.

Assist in preparation of breakfast and lunch following safety temperature guidelines and utilizing leftovers in a timely manner.

Interact with students, staff, and co-workers in a positive manner.

Serve students and staff.

Operate the cash register.

Operate the dishwasher and assist in clean up duties.

Handle food, supplies, and equipment in a sanitary manner to prevent illness by following hazard analysis critical control points based on standard operating procedure guidelines.

Assist in putting away food and supplies as directed by cook manager.

Assist in training of new employees.

Maintain confidentiality of student and staff information.

Discharge all other assignments delegated by the Cook Manager and the Food Service Director.

EVALUATION

Evaluation will be conducted annually by the Cook Manager and the Food Service Director in the areas of core competencies and position performance.

Approved by Board of School Directors 02/04/13