

WAKULLA COUNTY SCHOOL BOARD JOB DESCRIPTION

TITLE: School Food Service Worker

EMPLOYEE CATEGORY: 6/Educational Support Personnel

QUALIFICATIONS:

- (1) High School Diploma or equivalent.
- (2) Good physical health.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of and ability to operate food service equipment. Ability to work harmoniously with school staff, students and fellow workers and provide friendly food service to participants. Ability to understand and follow written and verbal instructions and demonstrate skill in cleanup and serving food. Ability to work at a fast pace and to stand for long periods of time.

REPORTS TO: School Food Service Manager / Principal

JOB GOAL

To perform routine manual work necessary for preparation and serving of nutritious and attractive meals in accordance with federal, state and local regulations.
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SUPERVISES: N/A

PERFORMANCE RESPONSIBILITIES:

Service Delivery

1. Perform duties assigned by the Manager.
2. Prepare and serve food and clean areas and items assigned by the Manager.
3. Assist with receiving and storing food and other supplies.
4. Serve in any capacity which may be necessary.
5. Take proper care of equipment and facilities.
6. Demonstrate proper health and sanitation practices.
7. Serve on cafeteria line as assigned.

Inter / Intra-agency Communication and Delivery

8. Communicate well with Manager.
9. Communicate effectively with students, staff and administration.
10. Observe all safety rules and report any accident to the Manager.

Employee Qualities / Responsibilities

11. Participate in ongoing inservice programs.
12. Work independently or as a team member.
13. Work cooperatively with other workers.
14. Display a pleasant attitude toward students and co-workers.
15. Report to work punctually and regularly.

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16. Follow all school and food service policies.
17. Follow directions and/or instructions.
18. Follow attendance, punctuality and proper dress rules.
19. Obtain and/or maintain American Food Service Association.

System Support

20. Assist in preparing all required reports and maintaining all appropriate records.
21. Represent the School Board in a positive manner.
22. Support/attend local association meetings and related functions.
23. Keep records as specified by the Manager.
24. Perform other incidental tasks consistent with the goals and objectives of the District and this position.

PHYSICAL REQUIREMENTS: Medium Work

Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT: 9 Month or as determined

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Hours of employment shall be those established by the District.

EVALUATION: Annually or at end of employment period by designated administrator.

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

SALARY ITEM NUMBER: 26 Or 27 Or 28 (Part-time)