

TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

POSITION TITLE: Food Service Worker

DEPARTMENT/DIVISION: Food Services

POSITION SUMMARY: Under supervision of the Food Service Supervisor and/or the Director of Food Services, to assist in preparing, serving and transporting of foods to cafeterias, snack bar, central kitchens or schools; to clean and sanitize kitchen equipment and utensils.

ESSENTIAL FUNCTIONS:

1. Assists in the kitchen by preparing fruits, vegetables, sandwiches, entrees, breads, and other foods.
2. Sets up and serves hot food, cold food, beverages and other foodstuffs at serving lines in portions in accordance with the meal pattern requirements for the National School Lunch, Breakfast and snack programs.
3. Transports food to other campus locations and sites as needed, which may include use of personal vehicle.
4. Assists in ordering, cleaning, and storing of cafeteria food and non-food supplies.
5. Washes pots, pans, and other equipment and maintains kitchen preparation areas in a clean and sanitary environment.
6. Cleans and sanitizes tables and chairs in cafeterias.
7. Operates and maintains food service equipment.
8. Collects money for foods dispensed and operates computers at point of sale areas of cafeterias.
9. Ensures all foods are served and stored in compliance with safety and sanitary regulations per local and state health codes.
10. Assists with organizing the tasks of student workers that provide services in the school cafeterias.
11. Performs other Food Service related duties as required.

EDUCATION AND EXPERIENCE:

The ability to carry out oral and written directions; write and speak at a level sufficient to fulfill the duties to be performed for the position described. No experience required, high-school diploma **or** equivalent preferred. Have, or be able to obtain a Food Service Sanitation Certificate within eighteen months of employment. Must pass District required pre-employment physical. Valid California driver's license required. Must be insurable.

SKILLS AND QUALIFICATIONS:

1. Knowledge of methods of preparing cold and hot food and other related food items.
2. Knowledge of sanitation principles applicable to serving and storing of food; operation and maintenance of food equipment.
3. Ability to follow directions.
4. Ability to learn to operate common food service equipment.
5. Ability to operate standard office equipment including basic computer skills.
6. Ability to learn to perform simple preparation, cooking and baking duties.
7. Ability to take food service course work.
8. Ability to develop and maintain cooperative working relationships with those contacted in the course of work.

9. Must pass required physical examination.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

1. Sit for extended periods of time.
2. Stand and/or walk on hard and/or uneven surfaces for extended periods of time.
3. Reach overhead, grasp, push/pull up to 50 pounds for short distances.
4. Bend, squat, stoop and/or climb for extended periods of time.
5. Lift and/ or carry up to 50 pounds to waist height for short distances.
6. Enter data into a computer terminal and operate standard office equipment for extended periods of time.
7. See and read a computer screen and printed matter with or without vision aids.
8. Speak so that others may understand at normal levels and on the telephone with or without hearing aids.
9. Hear and understand at normal levels and on the telephone with or without hearing aids.

WORK ENVIRONMENT:

Food Service Workers will be required to work indoors in a standard office or kitchen environment and may come in direct contact with District staff, students, parents and the public. In addition, employees in this position may occasionally perform duties and responsibilities that occur outside school buildings and facilities in serving lines that may be indoor and/or outdoor at school related activities and events. Employees in this position will be exposed to moderate noise levels from food service equipment, cafeterias and/or exhaust fans. Must wear closed toe shoes, meet uniform requirements, and as required by a particular assignment wear protective and/or hygienic equipment or clothing as required.

SALARY: Classified Range: 25

Adopted:	HS Board 8/78
Revised:	TUSD 8/18/98
	TUSD 12/14/99
Revised:	TUSD 9/22/09
Revised:	TUSD 12/13/16
	TUSD 9/13/22