

WISEBURN UNIFIED SCHOOL DISTRICT

FOOD SERVICE WORKER

DEFINITION:

Under general supervision, to manage and operate a food serving facility in a school, and to perform related duties as required.

REPORTS TO: Site Administrator

DISTINGUISHING CHARACTERISTICS: N/A

EXAMPLES OF DUTIES:

- Sets up facility for daily meals, including meals for field trips. E
- Serves students and faculty. E
- Follows scheduled monthly menu. E
- Heats food to appropriate temperature, when applicable. E
- Changes daily order as necessary. E
- Organizes and supervises student helpers. E
- Serves food quickly and correctly. E
- Voids lunch tickets. E
- Works cooperatively with teachers in providing tickets daily at the elementary level. E
- Cleans equipment and serving area. E
- Reports malfunctioning equipment to administration. E
- Prepares daily participation and inventory report. E
- Managing, reconciling, maintaining student lunch accounts.
- Performs other related duties as required.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Kitchen equipment and care of kitchen equipment.
- Proper methods of handling, preparing, and serving perishable food. Types of lunch.
- Simple record keeping.
- A second language.

Ability to:

- Serve planned meals at appropriate temperature to large number of students quickly and efficiently.
- Prepare the correct number of meals in order to eliminate waste.
- Establish and maintain cooperative working relationships with students and teachers.
- Order sufficient number of meals and use excess as appropriate.
- Follow oral and written instructions.
- Communicate with parents, as necessary.

- Practice good health habits.
- Perform moderately heavy manual tasks.
- Operate equipment found in food service facility.
- Understand and speak Spanish.

Experience:

Prior food service work desirable but not necessary.

Education and/or Licensure:

A high school diploma or its equivalent.
 California Food Handler’s Card (highly desired)
 Possess a valid California Driver’s License

WORKING CONDITIONS:

Environment:

School cafeteria and kitchen environment.

Physical Abilities:

Vision (which may be corrected)	to see small print and maintain records
Hearing (Which may be corrected)	to communicate with students, staff, and parents
Speech	to communicate with students, staff, parents, and vendors
Dexterity of hands and fingers	to operate kitchen equipment; to carry, push, or pull food trays and carts
Sitting for prolonged periods of time	to perform required duties preparing and service food
Bending at the waist	to pick up food and related objects; to put food away
Strength	to lift, push, pull and/or carry objects which may weigh as much as 25 lbs. on an occasional basis.

Revised: December, 2021

Approved: 08/17/2022