

DINUBA UNIFIED SCHOOL DISTRICT

CLASS TITLE: CHILD NUTRITION ASSISTANT

BASIC FUNCTION:

Under the direction of the Director-Child Nutrition Services, assist in quantity preparation and serving of foods at an assigned school site; set up, serve and clean up breakfast and lunch; maintain food service facilities, equipment and utensils in a clean and sanitary condition.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Assist in quantity preparation and serving of foods for breakfast and lunch at an assigned school site; assemble various ingredients; heat, package and wrap food items according to established procedures and portion control standards; serve meals on serving lines; set out prepared foods.

Maintain food service facilities, equipment and utensils in a clean and sanitary condition; clean serving counters, tables, food containers and food service equipment; operate dish washers and wash trays, pots, pans, plates, utensils and other serving equipment as assigned.

Prepare food and beverages for serving; count and set up plates, trays and utensils; stock condiments, milk, food items and paper goods; assist in the receipt, storage and rotation of food items and supplies in storage areas; count milk and leftover food as directed; prepare food and supplies for the next day's meals as assigned.

Operate standard food service equipment such as slicers, ovens, can openers, food carts, dishwashers and warmers; operate a computer as assigned by the position.

Assist with the preparation and serving of food for special events and luncheons as assigned; perform various catering duties as assigned by the position; fill orders for catering as needed; assist with preparing snack for after school programs as assigned.

Prepare entrees, sandwiches, salads and other assigned foods for distribution; mix, slice, grate and chop food items; open cans; replenish containers as necessary; may assist with cooking activities including cooking raw vegetables as assigned by the position.

Assist with counting and preparing food for individual sites as assigned by the position; may transport food to various sites as assigned by the position; may operate a vehicle to conduct work.

Maintain routine reports and records related to assigned activities including inventories of food and distribution records as assigned.

Communicate with students and staff to exchange information.

Perform cashiering duties as assigned; count money and make correct change.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Basic food preparation including washing, cutting and assembling food items and ingredients.

Sanitation and safety practices related to preparing, handling and serving food.

Standard kitchen equipment, utensils and measurements.

Oral and written communication skills.

Basic math skills.

Basic record-keeping techniques.

ABILITY TO:

Assist in quantity preparation and serving of foods at an assigned school site.

Maintain food service facilities, equipment and utensils in a clean and sanitary condition.

Operate standard kitchen equipment safely and efficiently.

Follow health and sanitation requirements.

Wash, cut, slice, grate and assemble food items.

Communicate effectively both orally and in writing.

Work cooperatively with others.

Understand and follow oral and written instructions.

Perform basic math computations.

Maintain routine records related to work performed.

Meet schedules and time lines.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and sufficient training and experience to demonstrate the knowledge and abilities listed above.

LICENSES AND OTHER REQUIREMENTS:

Valid ServSafe certification.

Valid California Class C driver's license.

Valid First Aid and CPR certification within designated probationary period.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environment.

Food service environment.

Subject to heat from ovens.

Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

Standing or walking for extended periods of time.

Hearing and speaking to exchange information.

Lifting, carrying, pushing or pulling heavy objects as assigned by position.

Dexterity of hands and fingers to operate food service equipment.
Reaching overhead, above shoulders and horizontally.
Bending at the waist, kneeling or crouching.
Seeing to monitor food quality and quantity.

HAZARDS:

Heat from ovens.
Exposure to very hot foods, equipment and metal objects.
Working around knives, slicers or other sharp objects.
Exposure to cleaning chemicals and fumes.

Employee _____ Date _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Board Approved: March 9, 2017