



# DRAFT

## JOB DESCRIPTION FOOD SERVICE COOK

### **Definition**

Under the direct supervision of a Cafeteria Manager and daily direction of the Food Service Lead, the Food Service Cook performs a wide variety of tasks, assists in preparing and cooking a variety of foods in large quantities, assists in the maintenance of a school kitchen, and does other related work as required.

### **Duties Consist of**

- Prepare fruits and vegetables.
- Prepare sandwiches and other cold food menu items.
- Prepares, cooks, and serves large quantities of raw, frozen, and pre-cooked meats, salads, beverages, and pastries.
- Cleans utensils, steam tables, dining tables, kitchen refrigerators, and other equipment.
- Assists in keeping kitchen in sanitary condition.
- Assists with inventory orders, stocks, and sets up supplies.
- Operates, safely, routine kitchen appliances, and equipment.
- Completes necessary paperwork as required.

### **Qualifications**

Knowledge of:

- Proper methods of storing food, equipment, materials, and supplies
- Basic math, oral and written communication skills.
- Kitchen equipment, utensils, and measurements.
- Characteristics of ingredients and methods of substitution.
- Sanitation practices related to food handling and serving.
- Dry and wet food storage procedures.

Ability to:

- Understand and follow oral and written directions: read, write, and speak English.
- Understand and adhere to acceptable sanitation programs.
- Establish and maintain effective working relationships with others.
- Utilize good judgment; exhibit integrity and resourcefulness.
- Prepare food fitted to the needs of our students.
- Understand proper production and inventory maintenance.

### **Education and Experience:**

- High School diploma or equivalent
- 2 years of work-related experience.

#### Licenses and/or Certificates:

- Food Handler Certificate (Riverside County) or SERVS SAFE Certificate
- TB test
- Fingerprint clearance required (if hired)

### **Physical Demands And Working Conditions**

- Visual ability to read handwritten or typed documents, and the display screen of various office equipment and machines. **E**
- Able to conduct verbal conversation. **E**
- Able to hear normal range verbal conversation (approximately 60 decibels). **E**
- Able to sit, stand, stoop, kneel, bend and walk. **E**
- Able to sit for sustained periods of time.
- Able to kneel or squat for extended periods of time.
- Able to climb slopes, stairs, steps, ramps and ladders.
- Able to lift up to 35 lbs frequently, and 50 pounds occasionally. **E**
- Able to carry up to 35 lbs frequently, and 50 pounds occasionally. **E**
- Able to push and pull objects weighing up to 50 pounds.
- Able to sustain strenuous manual labor for 1.5 hours.
- Able to exhibit full range of motion for shoulder external rotation and internal rotation.
- Able to exhibit full range of motion for shoulder abduction and adduction.
- Able to exhibit full range of motion for elbow flexion and extension.
- Able to exhibit full range of motion for shoulder extension and flexion.
- Able to exhibit full range of motion for back lateral flexion.
- Able to exhibit full range of motion for hip flexion and extension.
- Able to exhibit full range of motion for knee flexion.
- Able to work at various elevated heights in a safe and effective manner.
- Able to work with chemical agents in a safe and effective manner without allergic reaction. **E**
- Able to operate material handling and food transportation equipment in a safe and effective manner. **E**
- Able to operate food preparation utensils, machinery and equipment in a safe and effective manner. **E**
- Able to work in a wide range of temperature changes involving kitchen heat and walk-in freezer cold. **E**

While the ideal candidate will possess all these abilities, duties assigned can be modified to accommodate some physical restrictions. Essential physical requirements, which the candidate must possess, are indicated with an "**E**".

### **Employment Status:**

- Classified Bargaining Unit Position
- Schedule 220, Row 10
- 181 Day Work Calendar