



Romoland School District

JOB DESCRIPTION

FOOD SERVICE LEAD WORKER

DEFINITION:

Under general supervision of the Food Service Manager, the Food Service Lead Worker directs activities of Food Service Workers, assists in training Food Service Workers, assists in creating and maintaining records, performs a wide variety of tasks related to food preparation, service, clean-up, and other related work as required.

EXAMPLES OF DUTIES:

Directs the preparation, cooking, and service of a variety of food to a large number of persons; receives food and supplies; directs the clean, orderly, and efficient maintenance of dining rooms and kitchens; assists in training personnel in cooking and cafeteria routines; assists in requisitioning supplies and some food orders; collects and counts money; prepares deposit slips, and completes necessary paper work as required.

ABILITY TO:

Understand and follow oral and written directions; read and write English: establish and maintain effective cooperative working relationships with subordinates and peers; be courteous, neat, and clean at all times; be dependable, industrious, and in good physical condition; be tactful, use good judgment, exhibit integrity and resourcefulness, assist in training and supervision of subordinate personnel.

KNOWLEDGE OF:

Preparing, cooking and serving food in large quantities; food values proper food combination, economical substitutions; methods of preparing food which will be attractive to children; meet school lunch requirements; be familiar with menu production records, food buying guides, and school breakfast/lunch records.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS:

High School Diploma or equivalent and work related experience.

LICENSES AND CERTIFICATES:

California Drivers License; Insurability; Bondable; TB clearance; Department of Justice (DOJ) fingerprint clearance; Food Handler Certificate (SAFE), acquisition of the Food Safety Manager

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Certification as required by the Environmental Health Department must be acquired within one month from employment date.

PHYSICAL DEMANDS AND WORKING CONDITIONS:

Visual ability to read handwritten or typed documents in English, 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, stop, 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 lbs. occasionally. **E**

Able to carry up to 35 lbs. frequently and 50 lbs occasionally. **E**

Able to push and pull objects weighing up to 50 lbs.

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: Bargaining unit position

Initiated: 12/13/05

Job Description Board Approved: 1/10/06