



# Hawthorne School District

14120 Hawthorne Blvd., Hawthorne, CA 90250  
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## CLASSIFIED EMPLOYMENT OPPORTUNITY SUBSTITUTE FOOD SERVICE WORKER

**Schedule: On-call**

**SALARY: \$18.15/Hour**

### MAJOR DUTIES AND RESPONSIBILITIES:

- Will assist the District's efforts in bringing nutrition education and promotion activities into the classroom and cafeteria.
- Cleans, sanitizes, and stores food contact surfaces, pots, pans, trays, plates, utensils, appliances, other serveware, equipment, and food storage areas.
- Assists in setting up serving lines and salad bars.
- Prepares and serves food to students and staff by activities such as, but not limited to, preparing sandwiches and salads, washing and cutting fresh produce, and following standardized recipes.
- Assembles, delivers, retrieves, and sanitizes breakfast bags.
- Prepares and collects breakfast meal count sheets.
- Prepares, distributes, and collects student lunch ID badges.
- Takes student meal counts through the point of sale (POS) system, acts as cashier for adult meals, counts cash receipts, and prepares simple records.
- Assists with receiving deliveries.
- Follows the department's Hazard Analysis Critical Control Point (HACCP) plan, including complying with personal hygiene protocols when handling food.
- Performs other related duties as required.

### QUALIFICATIONS/REQUIREMENTS:

- ✓ Must score 70% or better on the Food Service Worker Examination.

Persons interested in applying and being interviewed for the position of Substitute Food Service Worker, must complete a **Classified Employment Application form** and forward it to the Hawthorne School District Human Resources Office. Examinations and oral interviews will be scheduled thereafter. Applications may be obtained by contacting the Classified Personnel Manager, Glinda Medina, at (310) 676-2276 or on the District website at: [www.hawthornesd.org](http://www.hawthornesd.org).

***WE RESERVE THE RIGHT TO REOPEN, READVERTISE, DELAY, OR CANCEL LISTING OF THIS POSITION***

*Hawthorne School District Is An Equal Opportunity - Affirmative Action - Title IX Employer*

*The Hawthorne School District desires to provide a positive work environment where employees and job applicants are assured of equal access and opportunities and are free from harassment in accordance with law. The Hawthorne School District prohibits employees from discriminating against or harassing any other employee or job applicant on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation.*