

**JOB TITLE:** FOOD SERVICE STAFF

**QUALIFICATIONS:**

1. A minimum of a high school diploma or its equivalent.
2. A workable knowledge of large quantity food preparation and three years experience in institutional meal planning and preparation.
3. Must be able to lift up to 50 pounds, stoop and bend, and remain on his or her feet for a 7 hour shift.

**REPORTS TO:** Head Cook and Food Service Supervisor

**JOB GOAL** To provide nutritional meals for all students in their respective buildings.

**PERFORMANCE RESPONSIBILITIES:**

**SAFETY:**

1. Maintain confidential nature of all school related matters.
2. Clean and maintain equipment and work areas utilizing current principles of sanitation.
3. Practice high standards of personal hygiene and safety in mode of dress.
4. Work in a manner which reflects high regard for safety regulations and practices.
5. Report malfunctions of equipment to supervisor or maintenance personnel in a timely manner.
6. Regularly clean equipment and work area in a safe and sanitary manner.

**PREPARATION:**

7. Demonstrate knowledge of various cooking methods for a variety of foods.
8. Read, calibrate and interpret recipes to achieve a quality, standardized product.
9. Is familiar with the operation and care of food service equipment.
10. Maintain, prepare and serve food at appropriate temperatures.
11. Use proper cooking techniques and temperatures

**METHODS:**

12. Maximize conservative use of utilities (electricity, gas, water).
13. Strive to reduce food service waste by eliminating unnecessary use of disposable items.
14. Dispose of food service waste products in a prompt and careful manner.

**SERVICE:**

15. Demonstrate respect, understanding and acceptance of food service customers.
16. Interact with all food service customers in a caring, respectful manner.
17. Strive to promote a positive image to the public through positive actions, words or deeds.
18. Other duties as assigned by supervisors.

**EMPLOYMENT:** Salary and work year to be established by the Board of Education.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Support Personnel.

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Food Service Staff)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Food Services Director)