

VICTOR ELEMENTARY SCHOOL DISTRICT
JOB DESCRIPTION
(Classified Bargaining Unit)

POSITION:

FOOD SERVICE WORKER

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DESCRIPTION:

Directly responsible to the School Safety Coordinator and working with guidance from the Lead Cook, performs duties related to food preparation, service and clean-up in order to support a safe and orderly environment for students and staff. Performs other related work as directed.

ESSENTIAL JOB
FUNCTIONS:

1. Assists in the preparation and service of student meals
2. Assists on serving lines, sets out prepared foods, dispenses food in proper portions and maintains standards of food safety
3. Interacts positively with students, staff and other members of the school community
4. Assists with special meals as needed
5. Stocks condiments, food items and paper goods
6. Maintains utensils, kitchen equipment, serving and related areas in a clean and sanitary condition
7. Maintains dedicated Food Service restroom, if applicable, in a clean and sanitary condition
8. Washes dishes, trays, counters and equipment in accordance with established health regulations
9. Mops and sweeps floors, clean mats, empties trash, maintains standards of safety and sanitation
10. Assists in ordering, receiving, storing, and counting paper and food inventory
11. Reports all safety, sanitary, and fire hazards to their supervisor
12. Communicates and works cooperatively with sites and co-workers
13. Attends trainings and meetings as directed
14. Performs other related duties as directed

**MINIMUM
QUALIFICATIONS:**

Requirements:

- Valid Food Handler's Card

Knowledge of:

- Proper methods of food storage, preparation, handling, and serving
- Health and sanitation regulations related to food service
- Basic math
- Proper lifting techniques

Ability to:

- Work cooperatively with others
- Understand and carry out oral and written directions
- Communicate effectively, both orally and in writing
- Perform simple and repetitive tasks
- Perform duties according to demanding schedules and timelines
- Operate a variety of specialized kitchen equipment and proper use of utensils

EXPERIENCE:

Required:

- None

Desired:

- One year of paid experience in food preparation
- Experience as a food service worker in a large facility or school district

EDUCATION:

Required:

- High School Diploma or equivalent

**WORKING
CONDITIONS:**

Environment:

- Exposure to hot and cold working conditions
- Exposure to loud noise levels
- Working closely with a large number of children
- Working in a small area

Physical Demands:

- Lifting, carrying, pushing and pulling objects as assigned by position
- Visually inspecting food service related systems and reading/comprehending a variety of materials
- Hearing and speaking to exchange information
- Standing for extended periods of time
- Bending at the waist, kneeling or crouching
- Climbing ladders/step stools
- Moderate physical labor

Hazards:

- Exposure to steam
- Sharp objects
- Working around and with equipment having moving parts
- Hazardous chemicals