

Coal City School District Job Descriptions

Title:	<i>Food Preparer</i>
Reports To:	School Cook/K-12 Food Manager
General Description:	Provide nutritional school meals and promote health and wellness of District students and staff.
Qualifications:	1. High school diploma/equivalent; must be at least 18 years of age. 2. Successful experience in food preparation, service, and basic knowledge of food safety. 3. Have food sanitation certificate/willing to take sanitation test 4. Additional qualifications as the Board of Education may require.
Physical/Other Requirements:	1. Assist and perform food preparations, including salads, fruit, vegetables and food. 2. Read, interpret, and prepare items from large quantity recipes. 3. Assist in maintaining such records as necessary for inventory control of equipment and supplies 4. Help the Cook order inventory items for the kitchen 5. Have the ability to operate the Point of Sale (POS) 6. Closely assist the Cook in daily operation, including ordering for the cafeteria and to assume leadership role in the absence of the Cook. 7. Assist in daily clean-up of kitchen and serve work areas. 8. Able to routinely lift and move heavy objects weighing at least 40 pounds. 9. Assist in all areas of the cafeteria as requested by the cook.

Terms of Employment:	Employed student attendance days. Any extra days requested by Chief School Business Official will be compensated according to salary.
Evaluation:	Performance of this job will be evaluated in accordance with the provisions of the Board as policy on Evaluation of Support Service Personnel.