CLASS TITLE: FOOD TRANSPORT ASSISTANT

DEFINITION: Under general supervision, performs work of moderate difficulty in assisting in the preparation and serving of meals; and performs related work as required.

EXAMPLE OF DUTIES:

- Assists in supervising and coordinating the work of other food service personnel
- Determines the quantity of various foods and supplies to be ordered
- Receives, heats and serves daily meals
- Collects money, maintains records and prepares reports on food sales daily
- Operates and cleans equipment
- May be required to attend monthly meetings

DESIRABLE QUALIFICATIONS:

Training and Experience: A combination of training and experience equivalent to some experience in institutional or commercial food preparation.

Knowledge of:

- The principles and methods of quantity food preparation, serving and storage
- Sanitation and safety procedures
- Inventory methods and ordering practices
- The use and care of equipment
- Department rules and policies concerning the operation of food service units
- Principles and practices of effective supervision
- Nutritional values of food

Skills in:

- Estimating quantities of food to bed ordered
- The use and care of kitchen equipment
- Maintaining records and preparing reports
- Planning, organizing, assigning and supervision the work of subordinates
- Training new staff
- Making simple arithmetic calculations

Licenses and Certificates:

- A valid California driver's license will be required if food or supplies must be transported