



Job Description

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General Information

SPPS is looking to hire Nutrition Services Assistants for the 2026-27 school year. This position will start September 8th, 2026.

General Statement of Duties

The job of Nutrition Services Assistant (NSA) was established for the purposes of providing support to the Nutrition Center and school food service operations. The duties performed by the NSA are broad, flexible, and entry-level. NSAs perform routine work including, but not limited to: customer service, food safety and sanitation, cooking, food preparation and service, point of service sales, simple reports, customer engagement, and related duties as assigned.

Supervision Received

Works under the direction of a Nutrition Services Supervisor, Nutrition Center Supervisor and/or designee.

Supervision Exercised

None.

Qualifications

Minimum Qualifications

Ability to perform the duties of the position.

Responsibilities

Typical Duties Performed

The essential functions include, but are not limited to, the following fundamental duties:

- Adheres to district and department procedures and guidelines; local, state and federal regulations; and food safety and sanitation guidelines.
- Receives, handles, prepares, cooks and stores food and supplies.
- Maintains a clean and safe kitchen, cafeteria and work environment.
- Operates a dish machine and three-compartment sink; washes dishes, utensils, pots and pans, etc.
- Operates, cleans, reassembles and performs simple maintenance on a variety of kitchen appliances