

OLEAN CITY SCHOOL DISTRICT

410 West Sullivan Street, Olean, New York 14760

General Information: (716) 375-8000

Fax: (716) 375-8047

Website: www.oleanschools.org



JOB DESCRIPTION

Food Service Helper (Labor Class)

QUALIFICATIONS:

1. Ability to get along well with children and command their respect
2. Clean, neat personal appearance
3. Ability to work with other adults in a cooperative, team-based approach
4. Good general judgment

RESPONSIBLE TO: Cafeteria Manager

JOB GOAL: To assist in the preparation and service of food and in the cleaning of kitchen equipment along with related work as required

GENERAL RESPONSIBILITIES:

- A. Load milk cooler
- B. Serve food to students
- C. Record temperature of hot/cold foods
- D. Clean cafeteria tables
- E. Clean, wash, and otherwise prepare vegetables and fruit for cooking and serving
- F. Operate a POS/cash register in the school cafeteria
- G. Assist in the preparation of salads and sandwiches
- H. Assists cooks/senior food service helper in any phase of their duties
- I. Wash dishes, pots, and pans by hand or machine
- J. Sweep, mop, and clean kitchen
- K. Have the ability to follow oral and written directions and communicate well with others
- L. Complete and maintain paperwork/reports requested by Cafeteria Manager
- M. Attend all Building/District professional development
- N. Other related duties, as assigned

TERMS OF EMPLOYMENT:

10-month year; salary and work year established by Board of Education

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board of Education's policy on "Evaluation of Civil Service Personnel".

Approved by: _____

Date: _____

Reviewed and agreed to by: _____

Date: _____

Print Name _____

Date: _____