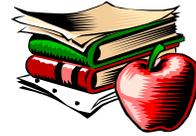




JOB DESCRIPTION

TULARE JOINT UNION HIGH SCHOOL DISTRICT
426 North Blackstone, Tulare, CA 93274



Food Service Worker – Lead

DEFINITION

Under the general supervision of the Campus Food Service Manager, assists in directing the operation of the food program at the site, prepares a wide variety of foods, does general kitchen and cafeteria work, and performs other related duties as required.

EXAMPLES OF DUTIES/ESSENTIAL FUNCTIONS

- Assist the Food Services Manager in directing and guiding the food services personnel and all aspects of operations at the site. E
- Direct the food service staff at the site in the absence of the Food Services Manager. E
- Assist in the planning of preparation of breakfast, snack, and a la carte items. E
- Assist in planning, preparing, and developing menus in accordance with nutritional requirements, budget limitations, and available supplies. E
- Assist in distributing food secured from subsidy programs and collection of monies from students and staff. E
- Assist in the preparation of a variety of foods including soups, entrees, meats, vegetables, salads and desserts. E
- Assist in set up, serving, and clean up of food on counters, steam tables, and on other equipment. E
- Scrub tables, counters, steam tables, and wash dishes. E
- Dispose of waste. E
- Cuts meat, and other foods. E
- Prepare beverages. E
- Sort and put away utensils and dishes. E
- Act as a cashier during meals. E
- Operate a variety of kitchen equipment, appliances and utensils in a safe manner. E
- Assist with inventory and verify expiration date on foods. E
- Help in preparing special set-ups. E
- Perform other duties as assigned.

MINIMUM QUALIFICATIONS

Education

High School Diploma or equivalent

Food Safety certification desired

Experience

Experience in Food service and/or Restaurant and cashiering desired

Licenses and Other Requirements

DOJ and FBI fingerprint clearance

Negative TB test within the last four years

KNOWLEDGE AND ABILITIES

Knowledge of

- Basic methods of quantity food service preparation.
- Food preparation such as sandwiches, salads, and other food for cooking and consumption.
- Sanitation and safety practices related to cooking and serving food.
- Methods of cleaning and caring for kitchen equipment.

- Proper handling and cashiering of money.
- Proper handling of food products.
- Basic math skills.
- Basic record keeping techniques.
- Health regulations and safe working methods and procedures.
- Interpersonal skills using patience, tact, and courtesy.
- Oral and written communication skills.
- Proper lifting techniques.
- District policies, rules and regulations.

Ability to

1. Cashier with speed and accuracy.
2. Understand and carry out oral and written instructions.
3. Work around teenagers.
4. Handle situations with tact, patience, and courtesy.
5. Perform duties in support of food service activities.
6. Push a food cart to and from a designated serving area.
7. Serve students and staff according to established procedures.
8. Maintain food service equipment in clean and sanitary condition.
9. Operate basic kitchen equipment, appliances, and utensils in a safe and efficient manner.
10. Establish and maintain cooperative and effective working relationships with others.
11. Add, subtract, multiply, and divide quickly and accurately.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Environment

- Outside and inside food services facilities subject to changing temperatures exceeding 90 degrees at times.
- May be exposed to loud noises.
- Work in direct contact with the supervisor, co-workers, students, and other staff
- May have changing priorities and interruptions
- May work with moving equipment such as carts.

Physical Demands

- Verbal, auditory, and written capabilities to effectively communicate with students, food service co-workers, supervisor, and other staff.
- Standing and walking for extended periods of time.
- Dexterity of hands and fingers to operate equipment.
- Pulling and pushing food carts on a daily basis.
- Lifting of objects weighing up to 35 pounds.
- Clarity of vision at varying distances.

SALARY

Range 4

Hours – 7 per day
10 Months – 182 days