

Job Title: Food Service Staff

POSITION SUMMARY:

Employees in this classification assist in providing meals and snacks for students attending Rhea County school facilities. The tasks associated with the job and number of hours worked per day varies depending on the size and enrollment of the school. Duties associated with the job include, but are not limited to: the preparation and serving of meals; cleaning of the dining facilities, kitchen equipment, utensils and serving trays; receiving and recording meal fees; and stocking supplies and food. The position requires considerable physical effort due to excessive walking, lifting, and bending and incumbents are exposed to caustic cleaning chemicals and occasional temperature extremes. Work is reviewed through observation of the quality of meals prepared, productivity on the job, and ability to interact with school administration and staff, co-workers, and students.

ESSENTIAL FUNCTIONS:

- Prepare fresh salads, cuts raw vegetables, and prepare fruit for meals.
- Prepare and serve a hot or cold breakfast for students as they arrive for school.
- Prepare meals and sets up the serving line to provide lunch for teachers and students according to established schedules.
- Clean cooking equipment and utensils as necessary and upon completion of daily activities.
- Receive and store food supplies and other inventory upon delivery.
- Operate dish washing equipment to clean trays, silver ware, cups, and plates as students complete meals.
- Sweep and mop the kitchen and dining areas as needed and following each meal.
- Stock milk containers and replenish food on the serving line when necessary.
- Organize and clean freezers and coolers as required.
- Bake bread, rolls, deserts, and other baked items for meals.
- Clean tables and common areas in the dining facility.
- Empty the trash as necessary and upon completion of daily activities.
- Operate the Point of Sale computer and software to record student meal transactions.
- Cross-train to prepare end of meal service reports and perform proper cash handling and depositing procedures.
- Recognize a reimbursable meal, per USDA regulations.
- Perform related duties as required.

Qualifications:

- Knowledge of institutional cooking supplies and equipment and cooking procedures involving the preparation of large quantities of food.
- Knowledge of commonly used food service cleaning supplies and equipment and acceptable standards of cleanliness for food service facilities.
- Knowledge of the safety procedures involving the use of institutional cooking equipment and supplies.
- Some knowledge of USDA guidelines pertaining to the National School Lunch Program and School Breakfast Program and meal pattern requirements. We will train
- Some knowledge of the Rhea County school Child Nutrition guidelines or the ability to acquire this information in a short period of time.
- Some knowledge of food proportions necessary to feed differing numbers and ages of students.
- Skill in the operation of institutional cooking and cleaning equipment.
- Skill in the timing and preparation of meals for large quantities of people.
- Ability to perform the physically demanding aspects of institutional meal preparation including heaving lifting (up to 50 lbs.), excessive standing and walking, and bending.
- Ability to follow directions and adapt to changes in work assignments to meet changing workload demands.
- Ability to interact successfully with school administration and staff, students, and the public.
- Fingerprinting and clearance through TBI required, prior to hire.
- Completing annual training hours, as required by USDA regulations.
- Ability to perform simple math calculations – addition, subtraction, multiplication, division.

Reports To: Cafeteria Manager, Principal of School and/or Director of Child Nutrition

Terms of Employment:

Hourly Pay and benefits shall be paid consistent with the District's approved compensation plan. Must attend scheduled in-service meetings and be willing to perform duties and training assigned by manager or director.