King City Union School District

JOB TITLE: Food Service Worker

RANGE: See CSEA Bargaining Unit Position Range List

SUMMARY

Under the supervision of the Food Service Supervisor and the general direction of the Lead Food Service Worker/Cook this position is responsible to prepare and serve quality food to students, staff and program participants in an efficient and pleasant manner.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This list is intended to be illustrative and does not represent an exhaustive list of duties and responsibilities. Incumbents may not perform all duties and responsibilities listed. Other duties may be assigned.

- Orders, receives and stocks food and materials and may maintain and conduct inventories including snack bar items.
- Prepares ready-to-serve entrees and meal components for distribution on and off site.
- Calculates meal counts, determines quantity of food items to insure food distribution to students, staff and program participants.
- Compiles and deposits daily cash receipts.
- Operates a variety of food preparation and service equipment.
- Performs daily cleaning of kitchen equipment and food service areas to ensure that State health and sanitary conditions are met.
- Assists in maintaining order and safety in all food sales and eating areas.
- Sets up and breaks down serving lines (salad bar, hot food, ala carte, etc.).
- Rates food and supplies to district acceptability standards.
- Some positions in this classification may be assigned to work at the Senior Citizen Center or other community food service programs.
- Performs related duties as required.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations might be made to enable individuals with disabilities to perform the essential functions.

- Knowledge of:
    - Basics of food preparation and service.
    - Food Service equipment.
    - Oral and written communication.

- Ability to:
    - Maintain food service safety and sanitation standards.
    - Perform basic math, collect money, and make correct change.

- Operate a variety of food preparation and service equipment.
- Operate office equipment which may include computers and related software. ○ Establish and maintain cooperative and effective working relationships with students, staff and others.
- Understand written and spoken English. (Discussion)
- Maintain records and prepare reports.

EDUCATION EXPERIENCE
Possesses a High School diploma or a GED certificate. (Discussion)
Prior work experience in food service preferred.

LANGUAGE SKILLS
Ability to read and comprehend documents such as safety rules, operating and maintenance instructions, and procedure manuals, also documents such as simple instructions, short correspondence and memos.

MATHEMATICAL SKILLS
Ability to add, subtract, multiply, divide and complete basic math skills. Ability to perform these operations using units of U.S. money and weigh and volume measurements. Ability to reconcile food sales.

REASONING ABILITY
Ability to apply common sense understanding to carry out instructions furnished in written oral or diagram form.

CERTIFICATES, LICENSES, REGISTRATIONS
Possesses a valid California driver's license.

PHYSICAL ABILITIES
The physical abilities described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to manipulate small objects, handle or feel. The employee frequently is required to sit, stand, walk, and reach with hands and arms. The employee is occasionally required to stand, walk, stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 50 pounds and up to 100 pounds with assistance. Specific vision abilities required by this job may include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee frequently works in inside environment conditions but may be assigned to outside environments.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, temperature extremes, toxic or caustic chemicals, and occasionally works with a video display terminal. The noise level in the work environment is usually loud.

HAZARDS
Hazards are substantial and there is a regular high and real risk of serious injury.