

**FORT BRAGG UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION – FOOD SERVICE ASSISTANT**

DEFINITION

To maintain food service facilities in a clean and orderly condition; and to serve food to students.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Food Service Director, and technical and functional supervision from a Cook/Manager

EXAMPLES OF DUTIES – May include, but are not limited to, the following:

- Sets up for serving and serves a wide variety of meals.
- Performs in the cleaning and storing of dishes, utensils, cafeteria equipment, and food supplies.
- Cleans work areas and disposes of refuse.
- May assist with packaging and loading food for transport to other facilities.
- May assist with the preparation of vegetables, fresh fruits and other foods.
- Sweeps floors, wipes tables and counters, fills supplies for next day and performs general clean-up tasks.
- May perform baking duties as necessary.
- Assists others in the assembly and heating of foods.
- Operates computerized cash registers and oversees use of student keypad as needed.
- Operates food service machinery and equipment.
- Supervises student helpers.
- Performs assigned duties in a safe manner.
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS

High School diploma or equivalent.

Knowledge of:

- Sanitation principles applicable to food serving, kitchen maintenance, and cleaning of food eating areas.
- General food preparation.

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Ability to:

- Maintain records as needed. Understand and carry out oral and written directions.
- Communicate with and give clear instructions to students.
- Learn to operate food service machines.
- Establish and maintain cooperative relationships with those contacted during the course of work.
- Work as an effective team member.
- Be free from communicable and infectious diseases.
- Push, carry and lift large and heavy items; ability to bend, twist and reach.
- Learn to operate computerized cash registers and equipment.
- Read and follow warning labels and to use hazardous materials and equipment with extreme caution.
- Make simple arithmetical computations.

Experience, Education and Training

Any combination of experience and training, which indicate possession of the above skills and abilities.

Example:

Some experience in food preparation and kitchen maintenance or related training.

Special Requirements

- Some positions in this class may require possession of a valid California driver's license.
- Speak, read, and understand sufficiently to successfully receive/provide information to/from students, supervisors, co-workers, the public, etc.

Physical Requirements

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Board Adopted: April 27, 1989

Rev. Board Approved: October 11, 2001