Classification Summary
Perform a variety food preparation tasks of limited complexity which can be easily learned. Maintain sanitation standards and perform other related work as required.

Supervisory Relationships
Reports to a Food Service Coordinator or assistant coordinator and may receive technical instructions from a higher level food service worker. May oversee the work of other temporaries and student helpers.

Distinguishing Characteristics
This classification is distinguished from the Food Service Assistant II classification by the nature of the work performed. Although some food preparation is part of the job, emphasis is on work routines such as cleaning, sanitizing, storing, serving, and sales. Food preparation is typified by tasks such as assembling sandwiches, salads, and other cold meals not requiring cooking from a recipe. May assist in cooking on a limited and non-complex basis.

Examples of Duties
(Any one position may not include all of the duties listed nor do the listed examples include all tasks found in Positions of this classification.)
1. Assemble meals and a la carte servings, such as sandwiches, salads, and fruit dishes. Cut prepared foods and vegetables to appropriate portions. Heat prepared foods such as pizza, corn dogs, burritos, and bagels.
2. Set up and prepare serving areas. Serve clients, clean and sanitize kitchen and eating areas. Wash and sanitize dishes, utensils and cooking equipment.
3. Load, unload, and store food stuff and cleaning supplies to maintain acceptable inventory levels.
4. Make change as necessary and perform banking activities. Count USDA Child Nutrition program tickets for accurate reporting.
5. Assist in training new employees, temporaries and student helpers.

Supervisory Relationships
1. Ability to do simple arithmetic computations, calculations and money changes.
2. Ability read and follow simple instructions. Ability to comprehend safety and sanitation regulations.
3. Ability to adapt to work routines and perform work independent of direct supervision.
4. Ability to work harmoniously with staff, students, administrators and others.
5. Good physical condition to perform lifting (up to 50 pounds) and storage of food and kitchen supply inventories.
6. Ability to obtain a State Food Handlers' Certificate is a condition of employment.

Minimum Qualifications for Class Entry
Sufficient education to perform arithmetic computations, simple measurements, and understand verbal and written instructions. No experience in institutional food service is required.

Work Environment
Work is performed in a kitchen and cafeteria environment which includes heating and cooking equipment such as ovens and burners. Work also requires lifting of food items up to 50 pounds, storing of such items in freezers, and requires prolonged standing and walking.