



HAYWOOD COUNTY SCHOOLS SCHOOL NUTRITION CAFETERIA WORKER



Name: _____

Department: School Nutrition Department

Reports to: School Cafeteria Manager

Duty Days: 185 days Duty Hours: varies Pay Rate: varies

Salary Grade: Scheduled hourly rate (USDA federally funded)

JOB DESCRIPTION

The cafeteria worker provides support to the food service activities at an assigned location with specific responsibilities for preparing and serving food while maintaining food service facilities in a safe and sanitary condition.

ILLUSTRATIVE EXAMPLES OF WORK

The minimum performance expectations include, but are not limited to, the following functions/tasks:

- Prepare quality food, according to a planned menu and recipe;
- Maintain a clean and organized working area;
- Maintain sanitary working conditions to eliminate food contamination;
- Demonstrate knowledge and follow-up care with use of the equipment;
- Meet all scheduled meal times, portions, and serve the food as required by Federal, state and departmental policies and procedures;
- Maintain personal appearance and hygiene;
- Maintain positive interaction with fellow staff members, students, parents, teachers, adult staff and visitors;

- ❑ Performs functions of other nutritional service positions as requested by the cafeteria manager (e.g. cashiering, etc.) for the purpose of ensuring adequate staff coverage;
- ❑ Reports needed supplies and equipment malfunctions for the purpose of notifying the cafeteria manager of needed items and repairs;
- ❑ Assist with stocking of food/non-food supplies;
- ❑ Attends in-service training sessions to develop and improve knowledge and skills;
- ❑ Performs other duties as assigned by the School Principal/Building Administrator, Cafeteria Manager and/or the School Nutrition Director.

SPECIAL KNOWLEDGE, SKILLS AND ABILITIES

- ❑ Must be able to follow oral and written directions;
- ❑ Must be able to satisfactorily perform the functions of the job including: adhering to safety practices; operating equipment using standardized methods; following standardized recipes and basic math applications as related to measurement and food yields.

GENERAL QUALIFICATIONS AND REQUIREMENTS

- ❑ High school diploma or GED is preferred
- ❑ Must be able to understand verbal and written instructions in English
- ❑ Must be able to lift 45 pounds
- ❑ Must be able to stand continuously for four hours

PHYSICAL DEMANDS/REQUIREMENTS

Duties are typically performed in areas related to the cafeteria and kitchen. Work is typically performed walking or standing. Physical stamina is also required to tolerate continuous standing, stooping, reaching, grasping, kneeling, walking, bending and lifting.

The ability to withstand temperature variances common to food service facilities is also required. A cafeteria worker must work under conditions with some exposure to risk of injury and/or illness. Generally, the job requires 5% sitting, 50% walking, and 45% standing.

EVALUATION

Continued employment and recommendations will be presented by the School Nutrition Director to the District's Human Resource Director and Superintendent of Schools annually for his/her final decision of employment.

Disclaimer: The preceding job description has been designed to indicate the general nature and level of work performed by the employee within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required for this job.

This institution is an equal opportunity provider.