

Policy GFACC: Job Description: School Food Service Worker

Status: DRAFT

Original Adopted Date: 10/21/2002 | **Last Revised Date:** 04/15/2024 | **Last Reviewed Date:** 04/15/2024

QUALIFICATIONS:

1. Ability to communicate well.
2. Good physical condition; i.e., able to stand, lift up to 40 lbs, and stoop for long periods.
3. Diplomatic, congenial manner; neat, well-groomed appearance.

REPORTS TO: Food Service Manager

JOB GOAL: Assists in preparing and serving attractive, nutritious meals to students and staff in a clean, cheerful atmosphere.

DUTIES AND RESPONSIBILITIES:

1. Follow supervisor's instructions in producing, portioning and serving food.
2. Organize food in an attractive manner for presentation and fast service.
3. Serve correct portions of food to students and staff in a friendly manner.
4. Ensure that during meal service periods the supply of food offered is replenished.
5. Store all food products to assure freshness and safety.
6. Clean and sanitize the kitchen and service work areas daily utilizing all sanitary guidelines.
7. Perform major cleaning of all equipment and storerooms at regularly scheduled intervals as determined by the manager.
8. Assist with physical count of inventory, receiving of inventory and record keeping of inventory.
9. Maintain storerooms in an orderly manner.
10. If cashiering, record all school lunch monetary transactions and checks/verifies lunch information.
11. Remove trash to the pick-up area, maintain the area in a sanitary manner.
12. Perform related duties as assigned and as required.

PHYSICAL DEMANDS: The job requires lifting up to 40 lbs. in varying frequencies. The job requires walking, standing, kneeling, bending, carrying, pushing, pulling and/or squatting in various intervals as needed for long periods of time.

TERMS OF EMPLOYMENT: ~~Full-time and part-time~~ Food Service workers are employed 184 days. Salaries are established by Board policy GGBF.

EVALUATION: Performance for this position will be evaluated annually by the Cafeteria Manager in accordance with the Board's policies and procedures on evaluation.
