

SAN DIEGO CITY SCHOOLS
JOB CLASSIFICATION DESCRIPTION

TITLE:	Food Service Relief Worker	REPORTS TO:	Food Services Manager
DEPARTMENT:	Food Services Department	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	SALARY GRADE:	016 OSS
ISSUED:	October 1999		

BASIC FUNCTION:

Under direction, assist in the preparation and service of food; and wash cafeteria utensils and equipment; operate kitchen equipment and computerized cash registers; keep daily records as needed.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

E = Essential Functions

Assist in general preparation and service of food; make sandwiches; bake off food. **E**

Receive supplies; take and record food temperatures. **E**

Maintain a variety of records and prepare reports. **E**

Operate computerized cash registers and kitchen equipment. **E**

Wash trays, pots, pans, and other utensils; clean stoves, ovens, and other kitchen equipment. **E**

Maintain safe and sanitary conditions in the cafeteria and ensure compliance with department rules and regulations. **E**

Perform other duties reasonably related to the job class.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

The skills, knowledge, and abilities would typically be acquired through one year of experience as a food service worker I.

LICENSES AND OTHER REQUIREMENTS:

Personality and character suitable for working in schools.

Possession of a valid California drivers' license and availability of private transportation (mileage expense allowance provided).

SKILLS AND ABILITIES:

SKILL IN:

Modern methods of quantity food preparation and service.

The use and care of kitchen equipment.

The use of computerized cash registers.

ABILITY TO:

Read, write, and understand the English language.
Coordinate various activities and direct the work of others.
Maintain cafeteria operational records and prepare reports.
Pass food handler test.

WORKING CONDITIONS:

ENVIRONMENT:

Work is performed in a school cafeteria.

PHYSICAL REQUIREMENTS:

Hearing and speaking to exchange information; seeing to read a variety of materials; standing for extended periods of time; stooping and bending at the waist; reaching overhead, above the shoulders and horizontally; dexterity of hands and fingers to operate equipment; carrying, pushing, pulling, and lifting a minimum of 25 lbs.

NOTE: Incumbents in this job class work in the absence of a food service worker I, food service site leader, or senior food service site leader. Notification of work assignments will normally be made by 6:00 a.m. each workday and may be at any school serving location.

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