

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**POSITION DESCRIPTION**

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<b>TITLE:</b>	Food Service Worker I	<b>REPORTS TO:</b>	Assigned Supervisor
<b>DEPARTMENT:</b>	Food Services	<b>CLASSIFICATION:</b>	Classified
<b>FLSA:</b>	Non-Exempt	<b>SALARY GRADE:</b>	014 OSS
<b>REVISED:</b>	January 18, 2005		

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**BASIC FUNCTION:**

Assist in the preparation of food; clean, wash, and maintain cafeteria utensils, machines, equipment, and work spaces.

**REPRESENTATIVE DUTIES:** (Incumbents may perform any combination of the essential functions shown below. Duties may vary from site to site. 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 the preparation or cooking of entrees, vegetables, sandwiches, and other foods. **E**

Prepare line and a la carte salads. **E**

Prepare breads and desserts. **E**

Package foods for shipment. **E**

Set up serving lines. **E**

Place food in steam tables or counters and serve food. **E**

May direct the work of hourly employees and student helpers.

Set up and apportion food on all points of service. **E**

Operate point of service registers and count money; prepare daily receipts and deliver to main office at assigned site for pick-up. **E**

Maintain safe and sanitary conditions of kitchen and equipment. **E**

Operate mechanical kitchen equipment including electric mixer and dishwashing machine. **E**

Clean, scrape, and wash dishes, pots, pans, silverware, and other kitchen equipment. **E**

Sweep and mop floors, wash tables, counters, and woodwork. **E**

Dispose of waste. **E**

Assist in checking, storing, and caring for supplies. **E**

Perform other duties as assigned.

**MINIMUM QUALIFICATIONS:**

**EDUCATION AND EXPERIENCE:**

Any combination of training, experience, and/or education equivalent to graduation from high school.

**LICENSES AND OTHER REQUIREMENTS:**

Possession of a valid California driver's license with a safe driving record may be required for designated positions which are assigned to prepare, transport, and serve food from a mobile food preparation vehicle.

Individuals employed in this job class must be able to qualify for a Food Handler Training Certificate/card or a Food Service Manager Training Certificate, as appropriate for this job class by successfully completing the specified food service sanitation-training course.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Reading and writing English communication skills.

**ABILITY TO:**

Read, write, speak, and understand the English language.

Learn modern methods of quantity food preparation and serving and to use and care for kitchen machinery and equipment.

Learn the use of point of service registers.

Establish and maintain effective working relationships with others.

Meet schedules and time lines.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor, cafeteria environment.

**PHYSICAL REQUIREMENTS:**

Physical condition necessary to maintain a rigorous work schedule; hearing and speaking to exchange information; seeing to perform assigned duties; standing for extended periods of time; dexterity of hands and fingers to operate tools and equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store supplies and serve food; lifting heavy objects up to 25 pounds.

**NOTE:** Many positions in this job class are part time. Part-time positions are subject to an increase or decrease in hours according to district needs.

Job Code 8511

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