



LOWELL JOINT SCHOOL DISTRICT

CAFETERIA WORKER

Classified Salary Schedule
Range 7

JOB SUMMARY:

Under immediate supervision, using average food service skills, assists with the preparation and serving of meals; performs general duties related to food preparation, serving and cleaning. Acts as cashier and/or computer point of sale meal services system attendant, collecting money and making change.

ESSENTIAL FUNCTIONS:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.

- Helps with food preparation.
- Serves food at appropriate times.
- Serves as cashier and/or point of sale system attendant.
- Cleans and washes cafeteria equipment, dishes, pans, tables and carts.
- Maintains food service facilities, equipment and utensils in a clean and sanitary condition.
- Maintains and completes required forms and records accurately, as assigned by supervisor.
- Assists in taking inventories and record keeping.
- Supervises student helpers and volunteers.
- Performs related duties as assigned.

QUALIFICATION GUIDELINES:

Knowledge of:

- Preparing foods, including salads and sandwiches.
- Safe practices of lifting and moving materials.
- Basic kitchen equipment and supplies.
- The importance of practicing safe food handling, established rules pertaining to personal hygiene and dress code.
- Portion control and basic units of measure.

Ability to:

- Follow oral and written directions.
- Safely operate food service equipment.
- Meet work schedules and time lines in a fast pace environment.
- Identify a reimbursable meal on the serving line.
- Push, carry, and lift large boxes, bags of food and food carts.
- Work in a standing position for long periods of time.
- Perform simple arithmetical computations related to food preparation, serving, and making change.
- Follow instructions as directed from lead personnel relating to safety measures, sanitation practices, personnel standards, work techniques and methods of performing duties.
- Establish and maintain cooperative and effective working relationships with others.
- Lift and move items weighing up to 25 pounds.

Education/Training/Experience:

Equivalent to completion of high school or General Education Diploma (GED). Some paid or unpaid experience in food preparation and kitchen maintenance.

PHYSICAL STANDARDS AND WORKING CONDITIONS:

The physical and mental demands and work environment described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. These physical demands are generic in nature and tasks may vary dependent on specific trade and or specialized work assignment.

Physical Demands:

Physical demands of this position include standing for extended periods of time. The employee is required to frequently walk, stand or stoop, bend at the waist and reach at or below the shoulders. Continuously uses hand strength to grasp objects and tools and operate nutrition service equipment. The employee must regularly lift and/or move items weighing up to 25 pounds. These objects include bags of milk or juice, cases of fruit, pans of food, etc. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Employees may use vision to monitor food quality and quantity and may also serve students, order supplies, collect money, etc. Also required are hearing and speaking abilities to exchange information.

Mental Demands:

Employee must be able to comprehend and follow written and oral instructions; read and interpret data, information and documents; interpret policies and procedures; work under deadlines with interruptions; and interact cooperatively with District staff, students and parents.

Work Environment:

While performing the duties of this job, the employee regularly works in an indoor kitchen environment with exposure to heat from ovens, hot foods and steamers and cleaning chemicals, fumes, equipment, and metal objects. Employees also work around knives, dicers, mixers, slicers and other sharp objects. Work surfaces may be slippery. The noise level in the work environment is usually moderate but may be loud dependent on specific work site and/or equipment operation.

The information contained in the physical standards description is for compliance with ADA and is not an exhaustive list of duties performed. Individuals who hold this position may perform additional duties and additional duties may be assigned.

WORK PERIOD:

10 months per year, 5 days per week, up to 3.5 hours per day