

## FOOD SERVICE WORKER

### DEFINITION

Prepares, produces, heats, cooks, and serves a variety of foods from fresh, canned, dry, or frozen states according to recipes and assists in other related tasks in a designated food service production and/or service area.

### TYPICAL DUTIES

Prepares and produces a variety of foods including soups, entrees, meats, vegetables, desserts, breads, salads, sandwiches, beverages, or other foods and beverages as specified by the menus, recipes, and production records.

Sets up and merchandises food and food service areas and serves food.

Operates kitchen equipment such as electric mixers, slicers, choppers and grinders.

Utilizes kitchenware such as knives, spatulas, whisks, tongs, spoons, and ladles.

Practices safe food handling according to HACCP, LA County Health Department, and LAUSD Food Services Standard Operating Procedures.

Assists in the monitoring, reduction, and management of food waste.

Cleans and sanitizes pots, pans, and kitchen utensils.

Performs daily, weekly, and monthly deep cleaning of the facility, service areas, and all kitchen equipment such as counters, tables, ovens, refrigerators, freezers, mixers, transient hot carts, mobile carts, and rolling racks.

Mops floors and disposes of waste according to the Food Services Operating Procedures, OSHA, the State, and LA County Health Department processes and procedures.

Receives, labels, and stores food and supplies according to produce and Food Service HACCP Standards.

Assists in taking inventory.

Assists in preparing sales, production and other reports.

May be designated to serve as a cafeteria manager in elementary and satellite schools during brief absences.

May accept and count money, tickets, or cards for redemption of foods and beverages during breakfast, nutrition, lunch, snacks, or other special meal periods in accordance with the regulations of the National School Breakfast and National School Lunch Programs.

May disburse tickets for meals to students

Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Food Service Worker prepares, produces, heats, cooks, and serves a variety of foods from fresh, canned, dry or frozen state and assists in other related tasks in a designated Food Service production and/or service area and performs cleaning and sanitizing duties according to Food Services Operating Standards.

A Food Service Worker II (Driving) prepares and packages food at a designated site and also assists in the delivery of food, and serves food and collects funds and tickets in schools that do not operate cafeterias.

A Senior Food Service Worker assists a School Food Service Manager or Satellite School Food Service Manager by participating in the operation of a cafeteria by planning menus, preparing and serving meals, and giving work direction and training to cafeteria personnel.

## SUPERVISION

Immediate supervision is received from a cafeteria manager or other supervisors. Work direction may be received from a Senior Food Service Worker. Instruction may be given to student helpers.

## CLASS QUALIFICATIONS

### Knowledge of:

- Methods of preparing, producing, heating, cooking, and serving a variety of foods from fresh, canned, dry or frozen
- Use and care of kitchen equipment and utensils
- Cleaning and sanitation methods used in a food service environment
- Food storage methods
- Basic arithmetic (i.e. addition, subtraction, multiplication, and division)
- Customer Service

### Ability to:

- Prepare, produce, heat, cook and serve a variety of foods
- Work rapidly and efficiently in performing job duties
- Work cohesively with peers, supervisors, school personnel, and students
- Work in large groups and crowds
- Apply and maintain standards of cleanliness, sanitation, and personal hygiene
- Read, write, and communicate in English
- Count money and make change accurately
- Demonstrate customer service skills on an ongoing basis

### Special Physical Requirements:

- Safely lift and carry objects weighing up to 50 pounds
- Stand and walk on concrete and tile floors for long periods of time
- Withstand a wide range of temperatures
- Work in refrigerated areas

## ENTRANCE QUALIFICATIONS

### Experience:

Full time paid food and beverage industry experience is preferred.

### Special:

A valid Los Angeles Unified School District Food Handler's Health Certificate obtained upon appointment.

#### SPECIAL NOTES:

1. Attendance in and successful completion of a Food Services New Employee Training Program is required within three months of appointment.
2. Positions in the Food Service Worker classifications may work between 4 and 6.5 hours per day.
3. Positions in this classification are subject to fingerprinting and background clearance.
4. Some positions in the class may be assigned to a roving crew.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance Requirements are representative of the minimum level of knowledge, skill and/or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of the position at any time, as long as such addition or change is reasonably related to existing duties.

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JXC