

4J SCHOOL DISTRICT

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| Job Title: | FOOD SERVICE ASSISTANT II | Dot #: 313.381-030 |
| Department: | Food Service | |
| Work Hours: | 8 hours daily, 185 days year, 6:00 a.m. - 2:30 p.m. September to June. | |
| Job Summary: | <ul style="list-style-type: none"> ·Perform semi-skilled work in the preparation of meals which may include cooking tasks of limited complexity. ·Responsible for minor cooking and baking tasks from a daily menu and using commercial equipment. ·May oversee work of Food Services Assistant I, students and temporaries. ·Maintain sanitation standards and perform other related work as required. | |
| Qualifications: | <ul style="list-style-type: none"> ·One year of experience in institutional food service in a fairly large agency or organization. ·Knowledge of institutional food service and commercial cooking equipment. ·Possession of State Food Handlers Certification. | |
| ESSENTIAL JOB FUNCTIONS: (Constantly over 2/3 time, Frequently 1/3-2/3 time, Occasionally under 1/3 time, Rarely under 10% time) | | |
| Physical: | <ul style="list-style-type: none"> ·Standing/Walking: Frequently/Constantly (80-90%); while performing kitchen food preparation duties on tile/concrete surface up to 2-3 miles per day. Involves moderate to fast-paced walking to meet daily timelines. ·Lift/Carry: Frequently, 10-35 lbs; food, materials, kitchen supplies, equipment. Occasional lifting up to 50 pounds. Carry short distance up to 20 feet. ·Push/Pull: Occasionally; while stocking supplies and using wheeled cart to move food and supplies exerting a force up to 10-20 pounds. ·Climbing: Infrequently; step stools while retrieving items in stock room, freezer, storage area. ·Bending/Twisting: Frequently; at waist/knees while preparing food, removing cookware/supplies from lower shelf, cleaning and sanitizing. ·Kneeling/Crouching: Occasionally; removing items from lower shelves, cleaning below counter level. ·Hands/Arms: Frequently/Constantly use of both; reaching/handling/gripping/grasping/fingering while performing food preparation, handling supplies and materials, cleaning and wiping. ·Sight/Hearing/Speech: Constant use to perform food preparation and communicating with assigned staff and students. Sense of smell required in preparing food and identifying freshness. | |
| Mental: | <ul style="list-style-type: none"> ·Frequent mental alertness while operating/working around kitchen equipment that could be hazardous; using sharp knives. ·Must possess good interpersonal skills, work harmoniously and direct work activities of other staff and students. ·Must be able to work independently, adapt to work routine, and complete all tasks as assigned. ·Ability to comprehend safety and sanitation regulations. ·Ability to read and follow recipes. ·Ability to perform and comprehend arithmetic computations for use in calculating volume food preparation and planned servings. ·Must be able to read, write and speak English, and record data. | |
| Work Conditions: | <ul style="list-style-type: none"> ·Work is performed in an industrial kitchen and cafeteria environment. ·Hazards: Working around heated cooking equipment such as ovens and burners; exposure to cleaning/sanitizing chemical solutions, bleach, ammonia and detergents; exposure to sharp objects; moving mechanical parts; pinchpoints; odors; fumes; slippery surfaces; noise; walking in/out cooler/freezer areas. ·Equipment used: industrial kitchen equipment and utensils, knives, and cleaning tools. | |