

LEMON GROVE SCHOOL DISTRICT

CLASS TITLE: FOOD SERVICE SPECIALIST/SATELLITE

DEFINITION:

Under the direction of an assigned supervisor, performs managerial duties in a satellite serving kitchen involving preparation and serving of food items for consumption by students and school personnel and maintaining facilities in a sanitary condition.

TYPICAL DUTIES:

Manage and participate in preparation and portion control of a variety of foods to meet the school food service program menu requirements.

Set up serving counters.

Organize and supervise the work of other employees working as assistants; train substitutes to supervise the work of other employees working as assistants.

Maintain daily nutritional and cash records.

Inventory and order food and supplies as required.

Maintain good housekeeping, safety and sanitary practices.

Performs other duties as assigned.

KNOWLEDGE OF:

Chemicals/hazardous materials.

Modern methods of quantity food preparation and serving to large groups.

Safe food handling.

Health codes.

Portion control.

Nutritionally balanced meals.

Use and care of equipment and utensils.

Cleaning methods as applied to good housekeeping practices.

School food service objectives and requirements.

Appropriate Windows applications.

Basic keyboarding and cashiering.

ABILITY TO:

October 14, 2002

Render skillful assistance in preparation and cooking of food.

Work rapidly and efficiently in thorough performance of kitchen tasks.

Organize duties and coordinate work to accomplish objectives in a given time.

Accept change and direction.

Relate cooperatively to fellow employees for the smooth operation of a serving kitchen.

Work harmoniously with the public, administration, teachers, pupils and fellow employees.

Provide direction to others.

Make independent judgments based on common sense.

Keep and maintain accurate records.

Understand and carry out oral and written instructions.

LICENSES AND OTHER REQUIREMENTS:

San Diego County Food Handler's Health Card.

Criminal Justice Fingerprint Clearance.

ENVIRONMENT:

Food service environment.

Heat from ovens and cold from walk-in refrigerators and freezers.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate kitchen utensils and equipment.

Seeing to clean assigned areas.

Bending at the waist, kneeling or crouching to clean assigned areas.

Reaching overhead, above the shoulders and horizontally.

Standing for extended periods of time.

Lifting and carrying light objects.

HAZARDS:

Cleaning chemicals and hazardous materials.

Exposure to sharp knives and slicers.