

ATASCADERO UNIFIED SCHOOL DISTRICT
An Equal Opportunity/Affirmative Action Employer

Job Description

CAFETERIA ASSISTANT I – July 1, 2000

Classified Employees Salary Schedule – Range 14

I. DEFINITION:

Entry-level position. Under general supervision to assist in the preparing and serving of Ala Carte food items in a cafeteria; to clean kitchen equipment and utensils; to assist in routine maintenance of cafeteria facilities; and perform other entry level related duties as assigned.

II. DESIRABLE QUALIFICATIONS:

A. Education –

- Graduation from High School or its equivalent.

B. Experience –

- Some experience in preparing and serving large quantities of food is preferable or any combination of training, education and/or experience, which could likely provide the required knowledge and ability.

C. Knowledge of -

- Common kitchen appliances and utensils.
- Basic methods of food handling, preparation, and serving.
- Sanitation principles applicable to food serving and kitchen maintenance.

D. Ability to –

- Assist in food preparation.
- Learn to operate cafeteria equipment.
- Operate a cash register and make change.
- Work independently.
- Understand and carry out oral and written directions.
- Learn the procedures, functions, and limitations of assigned duties.
- Establish and maintain cooperative relationships with persons contacted in the course of daily work.

III. SPECIAL REQUIREMENTS:

- Valid California driver's license.
- Willingness to complete a First Aid and CPR course within eleven (11) months of hire.

IV. ESSENTIAL FUNCTIONS OF POSITION: duties include, but are not limited to the following:

- Assist in preparing vegetables, salads, sandwiches, dressings, desserts, and other food.
- Clean, wash and store vegetables and fruit.
- Serve food to students and faculty.
- Assist in serving Ala Carte items.
- Supervise students in the serving of meals and Ala Carte items.
- Assist in food preparation and storage.
- Assist in counting and portioning of food items for serving.
- Assist in the packaging of food for delivery to satellite kitchens.
- Deliver packaged food.
- Clean cafeteria, equipment and utensils.
- Set up serving areas, steam tables, mobile carts, and salad bars.
- Operate a variety of kitchen equipment including but not limited to mixers, dishwasher, disposal unit, stove, and oven.
- Perform other duties as assigned.

V. PHYSICAL REQUIREMENTS/WORKING CONDITIONS: of this position are, but not limited to the following:

- Stand and walk for extended periods of time. Ascend and descend steps.
- Read and write at the level required for successful job performance.
- See for the purpose of reading directions, printed materials, other related information and observing students.
- Hear and understand speech at normal levels.
- Communicate so others will clearly understand normal conversation and on the telephone.
- Bend, twist, kneel and/or stoop and reach in all directions.
- Lift and carry 40 pounds.
- Think clearly and rationally to solve problems.

VI. SUPERVISION:

Under the immediate direction of the Cafeteria Lead Person.

VII. EVALUATION:

Performance of this job will be evaluated in accordance with the provisions of the Atascadero Unified School District and the California Employee's Association Collective Bargaining Agreement.