

# STANISLAUS COUNTY OFFICE OF EDUCATION

## FOOD SERVICES ASSISTANT

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**CLASS TITLE:** Food Services Assistant

**BASIC FUNCTION:**

Under direction of the Food Service Supervisor, assist in the preparation and serving of foods; assist in maintaining food service facilities and equipment in a clean and sanitary condition.

**REPRESENTATIVE DUTIES:**

Assist in the preparation, cooking and serving of food; wash, cut, slice, grate, mix and assemble food items and ingredients; wrap and reheat food items according to established procedures.

Heat, portion and serve food according to established procedures; assure proper temperature of foods; prepare special meals as necessary.

Clean and sanitize food preparation and storage areas, food containers and other food service equipment; sweep and mop floors to assure a safe work environment.

Operate dishwashers and wash plates, utensils, and other serving equipment.

Stock food items and supplies; assist in the storage and rotation of supplies.

Operate food service equipment and kitchen appliances such as electric slicers, mixers, ovens and grills.

Assist with periodic inventories as assigned.

Perform related duties as assigned.

**KNOWLEDGE OF:**

Standard kitchen utensils and equipment.

Proper lifting techniques.

Basic inventory methods.

Interpersonal skills using tact, patience and courtesy.

**ABILITY TO:**

Learn methods and procedures for preparing, cooking and serving food in large quantities.

Learn and follow health and sanitation practices related to the cooking and serving of food.

Learn proper methods of storing and rotating food.

Wash, cut, slice, grate, mix and assemble food items and ingredients.

Operate standard kitchen equipment safely and efficiently.

Maintain food service equipment and areas in clean and sanitary condition.

Understand and follow oral and written directions.

Work cooperatively with others.

Meet schedules and time lines.

**EDUCATION & EXPERIENCE:**

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above.

**LICENSE & OTHER REQUIREMENTS:**

Holding or obtaining a California approved and accredited food safety certificate is required.

California Driver's License.

**ENVIRONMENT:**

Indoor kitchen environment.

Subject to heat from ovens and cold from walk-in refrigerators and freezers.

**PHYSICAL DEMANDS:**

Standing for extended periods of time.

Lifting, carrying, pushing or pulling light-medium weighted objects.

Dexterity of hands and fingers to operate food service equipment.

Reaching overhead, above shoulders and horizontally to reach supplies.

Bending at the waist, kneeling or crouching.

Hearing and speaking to exchange information.

Seeing to monitor food quality and quantity.

**APPROVAL DATES:**

September 14, 2001

**Revised** July 22, 2008

**Revised** June 13, 2017

**Revised** November 02, 2018

**FTE:** 1.0

**UNIT:** CSEA

**SALARY:** Range 4

**WORKDAYS:** 261