

Head Child Nutrition Worker

Purpose Statement

The job of Head Child Nutrition Worker is done for the purpose/s of preparing and serving food items that meets mandated nutritional requirements and/or requests of students and/or school personnel; and maintaining facilities and equipment in a safe and sanitary condition.

This job is distinguished from similar jobs by the following characteristics: .

This job reports to the Child Nutrition Manager

Essential Functions

- Arranges food, condiments and supplies for the purpose of maintaining adequate quantities and security of items.
- Assists Food Service Manager in directing work assignments for the purpose of ensuring the efficient and effective functioning of the work unit.
- Cleans utensils, equipment, storage, food preparation and serving areas for the purpose of maintaining required sanitary conditions.
- Inventories food, condiments and supplies with manager for the purpose of ensuring availability of items required for meeting projected menu requirements.
- Maintains equipment, storage, food preparation and serving areas in a sanitary condition for the purpose of complying with current health standards.
- Monitors kitchen and cafeteria areas for the purpose of ensuring a safe and sanitary working environment.
- Monitors food items (e.g. temperature, correct portion, etc.) for the purpose of verifying quantity, quality and specifications of orders to meet preparation requirements and/or complying with mandated health standards.
- Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit.
- Reports equipment malfunctions for the purpose of maintaining equipment in safe working order.
- Supervises student workers for the purpose of ensuring a safe and efficient work environment as well as providing leadership and role modeling.

Other Functions

- Participates in department meetings, in-service training's, workshops, etc. as required for the purpose of gathering information required to perform job functions.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: adhering to safety practices; and operating equipment used in a school cafeteria.

KNOWLEDGE is required to perform basic math; read and follow instructions; and understand multi-step written and oral instructions. Specific knowledge based competencies required to

satisfactorily perform the functions of the job include: health standards and hazards; and safety practices and procedures.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others; work with data utilizing specific, defined processes; and operate equipment using standardized methods. Ability is also required to work with others; work with specific, job-related data; and utilize a variety of job-related equipment. Problem solving with data requires following prescribed guidelines; and problem solving with equipment is limited to moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; meeting schedules; and working as part of a team. Have the Ability for regular and reliable attendance.

Responsibility

Responsibilities include: working with immediate supervision; providing information and/or advising others; operating within a defined budget. There is some opportunity to effect the organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling, some climbing and balancing, frequent stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 5% sitting, 20% walking, and 75% standing. The job is performed under temperature extremes and under conditions with exposure to risk of injury and/or illness.

Experience Job related experience is desired.

Education High school diploma or equivalent.

Equivalency .

Required Testing

Certificates

Food Handlers Permit

Continuing Educ./Training

Meets Continuing Education Requirements

Clearances

Criminal Justice Fingerprint/Background Clearance

FLSA Status

Non Exempt

Approval Date

Salary Range

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