

**KERN COUNTY SUPERINTENDENT OF SCHOOL**  
**APPROVED FEBRUARY 2012**  
**RANGE: 34.0**  
**CLASSIFIED**  
**CODE: 2,3,4,7**

### **FOOD SERVICE ASSISTANT**

#### **DEFINITION**

Under general supervision, to assist in the preparation, serving, and selling of foods and snacks;

to assist in the cleaning of the kitchen and serving areas, utensils, and equipment;

to drive a delivery van;

to do other related work as required.

#### **EXAMPLES OF DUTIES**

Participate in the preparation, packaging, and periodically serving of foods, including the preparation of sandwiches, salads, fresh fruits and vegetables, hot entrees, and a variety of other foods;

may serve hot and cold foods, salads, beverages, desserts, and snacks;

assist in maintaining the food service facility in a safe, clean, and sanitary condition;

may assist in receiving and storing of foodstuffs, supplies, and materials;

assist in maintaining inventory control;

may act as a cashier, including the counting of monies and developing of cash receipt records;

wash and store utensils, containers, trays, and ice-chests/hot containers;

drive delivery vehicle to transport food service meals to satellite school sites;

load and unload delivery vehicle;

responsible to maintain cleanliness of transport vehicle and report every problem or accident to Food Production Lead.

#### **QUALIFICATIONS**

##### Knowledge of:

Methods and procedures for preparing and serving food in large quantities;

standard food service terminology, appliances, and equipment;

sanitation and safety practices and procedures;

basic arithmetical calculations and measurement processes.

##### Ability to:

Adhere to standard menus and recipes in the preparation of foods and snacks;

operate and maintain food service related equipment;

work efficiently and effectively;

understand and carry out oral and written directions;

establish and maintain cooperative working relationships;

lift and carry 50 pounds, climb step ladders, stoop, bend, kneel, squat, stand, and sit driving for long periods;

see and hear sufficiently to perform duties listed above.

Experience:

Six (6) months of food service, and kitchen maintenance functions in a commercial, institutional, or school food service facility.

Education:

High School diploma or GED preferred, supplemented by training in food preparation, safety, sanitation, or other related areas.

Conditions of employment:

A preplacement medical assessment/health screening, at office expense, is a condition of appointment after all other required job conditions have been met.

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months or 130 days, whichever is longer.

TS: gs

11/17/15

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