

Window Rock Unified School District No. 8
Position Description

Position Title	Food Service Worker
-----------------------	---------------------

Date Revised May, 2003
Status Classified
Salary Level A
Work Year 10 months

Qualifications

- High school diploma or equivalent
- Minimum of one year of food service or other relevant experience
- Bilingual in Navajo and English preferred

Job Goal Performs a variety of food service and custodial work to ensure meals are prepared and served in a clean and healthy environment and according to schedule.

Essential Duties

- Assists with preparing dining room for school meals and special events.
- Moves tables and chairs and readies room for service.
- Assists with basic food preparation, including cleaning, sorting, slicing and mixing food items according to directions.
- Sets up steam tables and readies serving areas with appropriate dishes and utensils.
- Assists with serving food during school lunches.
- Assists with stocking utensils, beverages and other staple items during, before and after serving hours.
- Sweeps and mops floor areas, cleans equipment, cleans dishes and pots, pans, wipes down tables and walls and keeps the refrigerator, freezer and other food storage spaces clean and orderly.
- May assist on the snack bar, taking cash for food and snack items and maintaining account monies and records.
- Assists with meal counts and inventory duties.
- Helps prepare for special events and meals.
- Maintains and follows all required standards for sanitation and safety.
- Performs other duties as assigned.

Certificates/Licenses Food Service Handler’s certificate
 First Aid and CPR certificate preferred

Physical Effort Routine lifting of moderately heavy items and physical exertion
Working Environment Occasional discomforts and/or risks from exposure to noise or dirt and dust

Supervision Given None
Supervision Received Site Manager

The duties and responsibilities identified in this position description are illustrative only and are in no way intended to be a complete list of activities that may be required of an incumbent.

 Supervisor signature

 Date

 Employee signature

 Date