

JOB TITLE CHILD NUTRITION WORKER
REPORTS TO CAFETERIA MANAGER
DEPT/SCHOOL CHILD NUTRITION

EXEMPTION STATUS NON-EXEMPT

PRIMARY PURPOSE

Work under moderate supervision to prepare and serve appropriate quantities of food to meet menu requirements. Maintain high-quality standards in food production, sanitation, and safety practices.

QUALIFICATIONS

EDUCATION/CERTIFICATION

None Specified

SPECIAL KNOWLEDGE/SKILLS

- Ability to understand written and verbal food preparation and safety instructions
- Working knowledge of kitchen equipment and food production procedures
- Ability to operate large and small kitchen equipment and tools
- Ability to perform basic math

EXPERIENCE

None

MAJOR RESPONSIBILITIES AND DUTIES

FOOD PREPARATION AND SERVING

- Prepare quality food according to a planned menu of tested and uniform recipes.
- Serve food according to meal schedules, departmental policies, and procedures, and practice and promote portion control and proper use of leftovers.
- Store and handle food items and supplies safely and according to established procedures. Maintain a clean and organized storage area.

SAFETY AND SANITATION

- Operate tools and equipment according to prescribed safety standards and follow established procedures to meet high cleanliness, health, and safety standards.
- Keep garbage collection containers and areas neat and sanitary.
- Correct unsafe conditions in the work area and promptly report any conditions that are not immediately correctable to the supervisor.
- Maintain personal appearance and hygiene.

OTHER

- Handle and record cashier functions accurately.
- Help record food requisitions and order necessary supplies.
- Maintain daily food preparation records.
- Promote teamwork and interaction with fellow staff members.
- Complete annual continuing education requirements.
- Follow district safety protocols and emergency procedures.

SUPERVISORY RESPONSIBILITIES

None

MENTAL DEMANDS/PHYSICAL DEMANDS/ENVIRONMENTAL FACTORS

TOOLS/EQUIPMENT USED

Standard large and small kitchen equipment and tools, including electric slicer, mixer, pressure steamer, deep-fat fryer, sharp cutting tools, stove, oven, dishwasher, and food/utility cart

POSTURE

Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

MOTION

Continual walking; frequent climbing (ladder), grasping/squeezing, wrist flexion/extension, reaching/overhead reaching

LIFTING

Frequent moderate lifting and carrying (15–44 pounds)

ENVIRONMENT

Work inside in a commercial kitchen environment; exposure to extreme hot and cold temperatures, extreme humidity, noise, vibration, microwaves, biological hazards (bacteria, mold, fungi), chemical hazards (fumes, vapors, gases), electrical hazards; work with hands in water; work around machinery with moving parts; work on slippery surfaces.

MENTAL DEMANDS

Work with frequent interruptions; maintain emotional control under stress.

**THIS DOCUMENT DESCRIBES THE GENERAL PURPOSE AND RESPONSIBILITIES ASSIGNED TO THIS JOB.
IT IS NOT AN EXHAUSTIVE LIST OF ALL RESPONSIBILITIES AND DUTIES THAT MAY BE ASSIGNED OR SKILLS
THAT MAY BE REQUIRED.**

Reviewed by

Date

Received by

Date