

GREENFIELD UNION SCHOOL DISTRICT

JOB OPPORTUNITY

Job Title:	Summer School: Nutrition Services General Helper III	Job Category:	Classified
Location:	Horizon, Granite Pointe, Fairview (June only), Planz, Prosperity (June only), Palla, Valle Verde (June only), Crescent & Greenfield Middle School	Job Code:	
Salary:	Current Rate of Pay	Work Cal:	<p>Week 1 - June 3rd – 6th (4 Days) Week 2 - June 9th - 13th (5 Days) Week 3 - June 16th – 18th (3 Days - Juneteenth Holiday) Week 4 - June 23rd - 27th (5 Days) Week 5 – July 1st - 3rd (3 Days - 4th of July) Week 6 – July 7th - 11th (5 Days)</p> <p>General Helper III Position will work 6hrs with 30 30-minute lunch break (6:30 – 1:00) from June 3 to July 11 All positions are on an as needed basis, and hours and number of days may be reduced depending on participation in our meal programs.</p>
Date Posted:	04/23/2025	Closing Date:	05/06/2025
Applicants apply at: WWW.GFUSD.NET			
JOB REQUIREMENTS:	<ul style="list-style-type: none"> • High school graduation or equivalent • Valid TB test • If you meet the following requirements you are eligible to apply for the above positions. Successfully complete a 54hr accredited Foodservices Sanitation and Safety class within one year of hire. • Maintain a valid <u>ServSafe Manager</u> certificate. <p style="color: red;">Applicants who do not include all the required documents with their application will not be considered for the position.</p>		

JOB SUMMARY:

The General Helper is to prepare and assist in all food preparation, main dish, sandwiches, salads, desserts and other foods. Prepares and assists in setting up and serving all meals. Assists in cleaning, storing and receiving and stocking of cafeteria equipment food and supplies. Assists in maintenance and operation of cafeteria equipment. Performs other duties as assigned by Nutrition Services Manager and/or Director of Nutrition Services. Attends training and in-service sessions as required.

QUALIFICATIONS:

Knowledge of:

- Basic kitchen and food serving utensils and equipment
- Basic methods of food preparations including salads, sandwiches and simple deserts.

EQUAL OPPORTUNITY EMPLOYER

GREENFIELD UNION SCHOOL DISTRICT JOB OPPORTUNITY

- Proper portion control
- Proper methods of food handling and food storage.
- Proper use, care and maintenance of equipment.
- Basic cleaning methods and procedures.

Ability to:

- Follow oral and written directions. Follow standardized recipes and production records.
- Follow proper safety and sanitation requirements.
- Operate all kitchen equipment.
- Meet the physical requirements necessary to safely and effectively perform the assigned duties.
- Establish and maintain effective working relationships with those contracted in the performance of required duties.

Experience:

Minimum six- (6) month's experience in school food service or related field preferred. Good work history.

Education:

High School diploma or G.E.D. required. Successful completion of FDSVB52 Foodservices Sanitation and Safety class at Bakersfield College or completed within one year of hire date. Maintain a valid ServSafe Manager Certificate.

DUTIES AND RESPONSIBILITIES (Sample of daily duties, not limited to the following):

- Assists in the preparation of all foods at a school site.
- Assist the Nutrition Services Worker in cooking meals for the day.
- Assist in making sure staff are cross trained in the department.
- Portions food into individual servings per established guidelines.
- Assembles, mixes, stirs, blends, and/or measures a variety of ingredients used in food preparation activities.
- Sets up serving counters and tables with food items and supplies and assists in the serving of foods to students and facility.
- Cleans serving counters, food containers, other equipment and assist with disposal of kitchen refuse.
- Washes trays, plates, utensils, and other serving equipment.
- Stores dishes, trays, pots and pans, utensils, food items, and kitchen equipment.
- Packages and stores leftovers.
- Assists other Nutrition Service employees as needed to ensure that food is prepared on time and in a safe and sanitary manner.
- Counts a variety of food items and maintains accurate records of quantities received, sold, left over, etc.
- Assists in receiving and stocking of food and supplies.
- Able to cover for the Nutrition Services Worker in their absence.
- Performs other duties and responsibilities as required by the Superintendent or designee, in order to accomplish the goals and objectives of the District.

GREENFIELD UNION SCHOOL DISTRICT

JOB OPPORTUNITY

PHYSICAL ABILITIES:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements. The applicable number from the chart below best indicates what percentage of time is spent on each of the following essential physical requirements. The categories refer to the overall requirements on an annual basis.

1. Occasional = 0 – 33%
2. Frequent = 34 - 66%
3. Constant = 67—100%

- 1 a. Ability to work at a desk, conference table or in meetings of various configurations.
- 3 b. Ability to stand for extended periods of time.
- 3 c. Ability to see for the purpose of reading laws and codes, rules and policies and other printed matter.
- 3 d. Ability to hear and understand speech at normal levels.
- 3 e. Ability to communicate so others will be able to clearly understand a normal conversation.
- 2 f. Ability to bend, twist, sit, stoop, kneel, push, pull, and crawl.
- 1 g. Ability to lift 45 pounds.*
- 1 h. Ability to carry 20 pounds.
- 3 i. Ability to reach forward and below shoulder height.
- 1 j. Ability to stir.
- 1 k. Ability to reach above shoulder height.
- 2 l. Ability to walk.
- 2 m. Ability to perform activities requiring repetitive rasp, pinch, and dexterity.

*Lifting is performed from the floor level to 66 inches when performing stocking tasks. Items lifted during stocking and the weight lifted include; milk crates 32 lbs., cases of canned produce 45 lbs, case of oranges 40 lbs, four meat tubes on a tray 40 lbs, and cases of fruit 25 lbs.

EVALUATION:

Performance of this job will be evaluated in accordance with Board of Education policy and provisions of the collective bargaining agreement if applicable. The evaluation will be completed by the Director of Nutrition Services or his/her designee.

RIGHT TO REVISE: This job description is not meant to be all-inclusive, and the school reserves the right to revise the job description as necessary without advance notice.

GREENFIELD UNION SCHOOL DISTRICT

JOB OPPORTUNITY

QUALIFIED APPLICANTS MAY BE CONSIDERED FOR AN INTERVIEW APPOINTMENT

The Greenfield Union School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, ethnicity, gender, gender expression, gender identity, immigration status, marital status, national origin, parental status, pregnancy status, race, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. For questions or complaints, contact:

Equity Compliance Officer: Ramon Hendrix--Superintendent 1624 Fairview Rd. Bakersfield, CA, 93307 661-837-6000 hendrixr@gfusd.net	Title IX Coordinator: Dr. Debra Thompson--Assistant Superintendent of Student Services 1624 Fairview Rd. Bakersfield, CA, 93307 661-837-6000 thompsonsd@gfusd.net	Section 504 Coordinator: Jennifer Morales -- Coordinator of Health Services 1109 Pacheco Rd. Bakersfield, CA 93307 661-837-6130 moralesj@gfusd.net
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