

**FULTON COUNTY SCHOOLS
JOB DESCRIPTION**



Job Title: Food Service Worker

SAP Job Number: 30000075

Organization: School Nutrition

Work Schedule: 181 Days

Reports to: School Nutrition Program Manager;
Principal; School Nutrition Program Area Supervisor

Comp. Schedule: School Nutrition Program Schedule

FSLA Status: Non-Exempt

Pay Scale Level: NA

Position Summary

Prepares, cooks, serves, and stores food in accordance with accepted institutional procedures and Health Department Requirements; Adheres to all meal accountability procedures including cashiering

Essential Duties

- * Prepares cooks, and serves food in accordance with accepted institutional and HACCP Procedures
- * Follows daily production schedules, including preparing recipes as written
- * Cleans all utensils and equipment used, disposes of garbage and mops assigned floor areas
- * Utilizes left-over food as directed by the manager and stores all food items properly
- * Utilizes and maintains equipment as trained
- * Follows approved instructions for chemical use in the operation of the program
- * Adheres to Federal, State, and Local policies, procedures, and regulations
- * Adheres to Classified Employee Work Rules and School Nutrition Personnel and Uniform Standards
- * Demonstrates ability to improve job-related skills and takes pride in serving students
- * Attends 6 hours of in-service training yearly and attends all training as schedule though the School Nutrition Department
- * Completes a 30-hour state required Orientation for Nutrition Employee course within the first year of employment

Additional Responsibilities

- * Communicates effectively and promotes good public relations with students, teachers, and administrators
- * Works with peers/supervisors in a tactful, considerate, and cooperative manner and assists others when needed
- * Performs other duties as assigned by the appropriate administrator

Minimum Qualifications

Education: High School Diploma or GED preferred

Certification/Licensure: None required

Experience: None required; Some food service experience preferred

Knowledge/Skills/Abilities:

- * Ability to read and follow recipes
- * Manual dexterity necessary to operate food preparation equipment and perform necessary cleaning
- * Ability to understand and follow directions
- * Good communication interpersonal skills

Working Conditions:

- * Works in kitchen environment
- * Works with hands in hot water and chemicals approved for use in the School Nutrition Program
- * May involve exposure to extreme heat and cold

Physical Demands:

- * Ability to lift and carry a minimum of 50 pounds
- * Ability to lift with the use of a ladder in high places
- * Must be able to properly lift heavy items from a stooping position