**FULTON COUNTY SCHOOLS**  
**JOB DESCRIPTION**

<table>
<thead>
<tr>
<th><strong>Job Title:</strong> Food Service Worker</th>
<th><strong>SAP Job Number:</strong> 30000075</th>
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<tbody>
<tr>
<td><strong>Organization:</strong> School Nutrition</td>
<td><strong>Work Schedule:</strong> 181 Days</td>
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<td><strong>Reports to:</strong> School Nutrition Program Manager; Principal; School Nutrition Program Area Supervisor</td>
<td><strong>Comp. Schedule:</strong> School Nutrition Program Schedule</td>
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<td><strong>FSLA Status:</strong> Non-Exempt</td>
<td><strong>Pay Scale Level:</strong> NA</td>
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**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.

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**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 leftover 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 through the School Nutrition Department
* Completes a 30-hour state required Orientation for Nutrition Employee course within the first year of employment

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**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

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**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