

# DELANO UNION SCHOOL DISTRICT

## Cafeteria Helper

### **Brief Description of Job**

Under general supervision, works at a school site cafeteria. Performs service level duties to assist with food preparation, counter setup and serving, monitors food temperatures, completes transport records, and maintains high standards of sanitation. Performs other related work as required.

### **Administrative Relationship**

Works under the supervision of the Director of Food Services, Maintenance, Operations, and Transportation, or as directed by the Assistant Superintendent-Business.

### **REQUIRED QUALIFICATIONS**

#### **Knowledge of:**

Methods and procedures for serving food in large quantities; standard food service terminology, appliances, and equipment; sanitation and safety practices; basic arithmetical calculations and measurement processes.

#### **Ability to:**

Collect money and make change accurately; work efficiently and effectively; understand and carry out oral and written directions; establish and maintain cooperative working relationships.

#### **Experience:**

Six (6) months experience working in a commercial, institutional, or school food service facility.

#### **Education:**

Graduation from high school or equivalent. Must have the ability to read and write at the level required for successful job performance.

#### **License Requirement:**

Possession of a valid California Motor Vehicle Operator's License.

### **ESSENTIAL FUNCTIONS OF THE POSITION**

1. Serves food to students and site staff.
2. Maintains daily milk and food temperatures.
3. May be required to work as a helper at any of the food service production facilities and assist in setting up catered events.
4. Assists in cleaning and storing cafeteria equipment and food supplies.
5. Receives and verifies number of meals received and served per transport records.

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- 6. Maintains a food service facility in a safe, clean, and sanitary condition.
- 7. Reports needed repairs to immediate supervisor.
- 8. Orders supplies for the assigned sites as scheduled.
- 9. Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements.

- 1. Seldom = Less than 25 %
- 2. Occasional = 26-50 %
- 3. Often = 51-75 %
- 4. Very Frequent = 76 % and above

- 1 a. Ability to work at a desk, conference table or in meetings of various configurations.
- 4 b. Ability to stand for extended periods of time.
- 3 c. Ability to see the purpose of reading laws, codes, rules, policies, and other printed matter.
- 3 d. Ability to hear and understand speech at normal levels.
- 2 e. Ability to communicate so others will be able to clearly understand a normal conversation.
- 1 f. Ability to bend and twist, stoop, kneel, crawl, push and pull.
- 1 g. Ability to lift at least 40 lbs.
- 2 h. Ability to carry at least 15 lbs.
- 4 i. Ability to reach in all directions.

**OTHER RELATED FUNCTIONS OF THIS POSITION**

- 1. Other related duties as assigned.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_ Date: \_\_\_\_\_

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.