



# RIALTO UNIFIED SCHOOL DISTRICT CLASSIFIED

## NUTRITION SERVICE WORKER I

### DEFINITION:

Under the direction of an assigned Administrator or Supervisor, assist in quantity preparation, serving and selling of foods at an assigned school site; maintain food service facilities and equipment in a neat, clean, safe and sanitary condition; perform other job-related duties as assigned and/or required.

### DISTINGUISHING CHARACTERISTICS:

The Nutrition Service Worker I classification is the entry-level class in this series. Incumbents perform routine food service activities at an assigned school site. The Nutrition Service Worker II classification is responsible for assisting with cooking, baking, and packaging activities at a central kitchen site. The Nutrition Service Worker III classification is the experience-level classification within the series. Incumbents serve as a lead to other school site Nutrition Services personnel and participate in cooking, baking, and preparing food from scratch.

### ESSENTIAL DUTIES:

- Assist in the preparation, distribution, and service of food including sandwiches, salads, relishes, hot entrees, and a variety of other foods; assemble various ingredients as assigned; serve meals to students and faculty on serving lines.
- Assist in maintaining food service facilities, equipment, and utensils in a clean and sanitary condition, including the cleaning of utensils, pans, equipment, and kitchen facilities; store kitchen equipment properly; assist with weekly deep-cleaning activities for assigned equipment, food storage areas, and various surfaces.
- Package and wrap food items according to established procedures and portion control standards.
- Monitor students in the various serving lines.
- Assist in setting up food preparation lines; re-stock food for upcoming meals and next day; move carts indoors and outdoors as needed.
- Prepare records and logs related to assigned activities; track beginning and end counts; record food temperatures to ensure quality control and food safety.
- Perform routine cashiering duties, including counting cash receipts and maintaining simple records.
- Receive incoming deliveries and perform related duties; date incoming products; rotate product according to established procedures between the refrigerator, freezer, and storage room; inventory product on a regular basis and assist with organizing storage areas.
- Operate and utilize a variety of kitchen equipment and utensils including slicers, warmers, refrigerators, freezers, and other equipment or utensils as assigned.
- Prepare afterschool snacks and sack lunches for Saturday school and field trips as assigned.
- Perform other job-related duties as assigned and/or as required.

## **KNOWLEDGE AND ABILITIES:**

### KNOWLEDGE OF:

- Basic methods of preparing and serving foods in large quantities.
- Sanitation and safety practices and procedures.
- Standard food service appliances and equipment.
- Interpersonal skills using tact, patience and courtesy.
- Basic math and cashiering skills.
- Oral and written communication skills.
- Basic recordkeeping techniques.
- Proper lifting techniques.

### ABILITY TO:

- Provide timely service of foods for students and staff at an assigned school site.
- Assist in maintaining food service facilities, equipment and utensils in a clean and sanitary condition.
- Learn methods and procedures for preparing and serving food in large quantities.
- Learn sanitation practices related to the handling and serving of food.
- Wash, cut, slice, grate, mix and assemble food items and ingredients.
- Operate a variety of food service equipment;
- Operate a cash register and make change accurately.
- Understand and follow oral and written directions.
- Establish and maintain cooperative working relationships.

## **EDUCATION AND EXPERIENCE:**

### EDUCATION:

No educational requirements.

### EXPERIENCE:

No experience required.

## **LICENSES, CERTIFICATIONS AND OTHER REQUIREMENTS:**

- County approved Food Handlers Card is required at the time of employment and must be renewed every three years.
- Valid California Motor Vehicle Operator's License.
- Insurability by the District's liability insurance carrier may be required.

## **PREFERRED QUALIFICATIONS:**

N/A

## **WORKING CONDITIONS:**

### ENVIRONMENT:

Food service work environment.

### PHYSICAL ELEMENTS:

The physical requirements indicated below are examples of the physical aspects that the position classification must perform in carrying out essential job functions.

- Will frequently exert 25 to 50 pounds of force to lift, carry, push, pull or otherwise move objects
- Will walk or stand for extended periods of time; will be required to bend, stoop, crouch, kneel, reach above shoulder level, and/or to ascend and descend a step stool or step ladder, stairs and ramps
- Must possess the ability to hear and perceive the nature of sound.
- Must possess visual acuity and depth perception.
- Must be capable of providing written and oral information, both in person and over the telephone.
- Must possess the manual dexterity to operate food service-related equipment, and use hand tools and to handle and work with various objects and materials.
- Will frequently work in hot or cold environments

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

### POTENTIAL HAZARDS:

Heat from ovens. Exposure to very hot foods, equipment, and metal objects. Working around knives, slicers or other sharp objects. Exposure to cleaning chemicals and fumes.

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