

TORRANCE UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION: FOOD SERVICES STUDENT AIDE

Declaration: Time served as a Food Services Student Aide shall not be counted as credit toward permanency or completion of any probationary period, or provide the employee so employed with any other vested rights in the position or in the classified service.

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform entry-level duties in support of food service activities for a large self-contained cafeteria or central kitchen to enhance the quality and timeliness of food service operations.

REPRESENTATIVE DUTIES:

Student Aides will provide assistance in all Representative Duties, as follows:

Assist in preparing and serving appropriate quantities of food for an assigned work station in a timely manner, assuring quality and quantity of foods prepared. **E**

Assist in setting up work and serving areas; assuring that serving lines are properly stocked with adequate food, beverages and supplies for breakfast, snack and lunch services as appropriate. **E**

Assist in maintaining routine records related to inventory, dollar amount and quantity of items sold. **E**

Assist in operating a variety of kitchen equipment, appliances and utensils in a safe manner. **E**

Assist in serving lunch to students and staff; receive money and make change; assist with counting money at the end of the day as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Basic sanitation and safety practices related to serving food.
Basic standard kitchen equipment, utensils and measurements.
Basic math skills.
Basic record-keeping techniques.

ABILITY TO:

Perform entry-level duties in support of food service activities for a large self contained cafeteria or central kitchen to enhance the quality and timeliness of food service operations.
Assist in preparing and setting up food for service to students and staff.
Assist in serving food to students and staff according to established procedures.
Assist in maintaining food service equipment and facilities in clean and sanitary condition.
Assist in operating basic kitchen equipment, appliances and utensils in a safe and efficient manner.
Communicate effectively both orally and in writing.
Assist in meeting schedules and time lines.
Understand and follow oral and written directions.
Establish and maintain cooperative and effective working relationships with others.
Add, subtract, multiply and divide and make change quickly and accurately.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above to assist in preparing and serving food in large quantities.

WORKING CONDITIONS:

ENVIRONMENT:

Kitchen and cafeteria environment.

PHYSICAL ABILITIES:

Standing and walking for extended periods of time, hearing and speaking to communicate with students and food service workers, dexterity of hands and fingers to operate kitchen equipment and cash register, bending, pushing, and moving objects weighing up to 50 pounds.