

## **CULVER CITY UNIFIED SCHOOL DISTRICT**

### **CLASS TITLE: FOOD SERVICE ASSISTANT**

#### **BASIC FUNCTION:**

Under the direction of an assigned supervisor, assist in quantity preparation and serving of foods at an assigned site; assist in maintaining food service facilities in a safe, clean and sanitary condition.

#### **DISTINGUISHING CHARACTERISTICS:**

The Food Service Assistant classification performs basic and routine food service activities at an assigned site. The Senior Food Service Assistant classification performs more complex food service production and preparation; and may be assigned to lead food service personnel, training and providing work direction to staff at a food service location.

#### **REPRESENTATIVE DUTIES:**

##### **ESSENTIAL DUTIES:**

Assist in the preparation and service of food; prepare sandwiches, salads and sauces; assemble various ingredients as assigned; wrap and reheat food items according to established procedures.

Heat, portion and serve food to students and staff according to established procedures.

Perform cashiering duties; accept money for food and beverages sold; maintain records of meals and beverages served and monies collected.

Clean serving counters, tables, chairs, food containers, and other food service equipment; prepare food and beverages for sale; assist in the sale of food.

Operate dishwashers and wash trays, plates, utensils, and other serving equipment.

Stock condiments, food items and paper goods; assist in the storage and rotation of supplies in storage areas; assist with periodic inventories as assigned.

Operate electric slicer, mixer, and other equipment.

Load food items on to food carts as assigned.

##### **OTHER DUTIES:**

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Basic kitchen utensils and equipment.  
Sanitation practices related to the handling and serving of food.  
Interpersonal skills using tact, patience and courtesy.  
Proper lifting techniques.  
Basic math and cashiering skills.  
Basic food preparation including washing, cutting and assembling food items and ingredients.

**ABILITY TO:**

Follow health and sanitation requirements.  
Wash, cut, slice, grate, mix and assemble food items and ingredients.  
Establish and maintain cooperative and effective working relationships with others.  
Maintain food service equipment and areas in clean and sanitary condition.  
Understand and follow oral and written directions.  
Operate a cash register or point of sale computer; and make change accurately.

**EDUCATION AND EXPERIENCE**

Any combination equivalent to: graduation from high school and sufficient training and experience to demonstrate the knowledge and abilities listed above.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor kitchen environment.  
Subject to heat from ovens.

**PHYSICAL DEMANDS:**

Standing for extended periods of time.  
Lifting and carrying moderately heavy objects.  
Carrying, pushing or pulling food trays, carts, materials and supplies.  
Walking.  
Dexterity of hands and fingers to operate food service equipment.  
Reaching overhead, above shoulders and horizontally.  
Bending at the waist, kneeling or crouching.  
Hearing and speaking to exchange information.  
Seeing to monitor food quality and quantity.

**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.