

SAUSALITO MARIN CITY SCHOOL DISTRICT
Job Description

CLASSIFICATION: Classified Employee

TITLE: Cafeteria Worker

SALARY LEVEL: Range 2

WORK YEAR: 183 Days (10 Months)

JOB DEFINITION

The Cafeteria Worker is responsible for the preparation and service of food and maintenance of food service area, materials, equipment and supplies.

ESSENTIAL DUTIES

- prepare food for serving and serve according to guidelines
- store food and supplies and discard expired foods
- conduct periodic inventories of food, supplies and equipment
- maintain food service area(s) in a clean, orderly and sanitary condition
- order food and supplies and check deliveries for accuracy
- read and record temperatures of food, ovens and refrigerators according to health department guidelines
- meet or exceed all health department guidelines
- maintain confidentiality
- perform other related duties as assigned

QUALIFICATIONS

REQUIRED

Ability to

- comply with National Food and Lunch Program regulations
- follow mandatory compliance issues in food service
- know and apply guidelines of personal and institutional hygiene
- calculate, measure, collect and maintain data
- perform basic cooking techniques and procedures as needed
- lift up to 50 lbs. without assistance
- operate technology and equipment as required by the position
- understand and carry out oral and written instruction in English
- establish and maintain cooperative relationships in a positive manner with students, staff and parents
- work in a diverse learning community
- follow directions
- problem solve independently
- know and implement district wide rules and procedures
- carry out essential duties in such a manner as to ensure personal safety and the safety of those in the immediate vicinity
- adhere to guidelines of mandatory reporting for suspected cases of child or substance abuse
- perform duties efficiently

Licenses and Certifications

- valid food and service safety and sanitation certificate
- criminal justice fingerprint/background clearance
- pre-employment medical examination

Education

- a minimum of high school diploma or recognized equivalent

DESIRED

- experience in school based food service

SUPERVISOR

Site Administrator or designee