

Position:	Snack Bar Operator	FLSA:	Non-Exempt
Department/Site:	Campus Catering	Salary Grade:	04
Reports to/Evaluated by:	Campus Catering Supervisor	Salary Schedule:	Operations

SUMMARY

Performs routine service-level duties to assist with food preparation, serving, and clean up at various snack bar locations.

NATURE AND SCOPE

The specific work assignments are specific to snack bar locations, the position carries out routine food preparation and serving duties such as warming, heating or chilling appropriate food items, setting up serving areas and serving food to students, faculty and other personnel, clean up and exercising judgments involving basic arithmetic. Work is performed under direct supervision from Campus Catering Supervisor and Campus Catering Assistant Supervisor. Work is checked for accuracy regarding food quantities, kitchen sanitation and safety. Work is performed in a commercial kitchen environment with safety considerations such as exposure to heat, extended standing, lifting and stooping.

DISTINGUISHING CHARACTERISTICS

This position represents the fourth level in the Campus Catering career ladder and requires the assignment at a snack bar location. Advancement to Campus Catering Cook/Baker requires additional training or experience as a cook in addition to an ability to understand and follow oral and written directions, independently determine product variety and quantity, and perform basic record keeping.

ESSENTIAL TYPES OF DUTIES (Examples)

- Prepares institutional quantities of food items for snack bar location from established menus such as sliced meat, bread and rolls, salads, fruit dishes and specialty foods.
- Prepares and organizes food for serving by warming, heating, and chilling appropriate food items.
- Sets snack bar serving area and serves food to student, faculty and other personnel.
- Organizes and assembles specialty foods at snack bar.
- Assists in food preparation for special events and satellite locations.
- Provides work direction to assigned Campus Catering personnel and student assistants at snack bar.

- Organizes and handles prepared foods at snack bar locations.
- Serves as cashier in snack bar. Counts money and assists in completion of relevant campus catering reports.
- Assists with inventory and food service deliveries.
- Operates miscellaneous kitchen/cafeteria equipment such as slicers, mixers, french fryer and ovens.
- Cleans and sanitizes kitchen area and equipment.
- Performs related duties and responsibilities as required.

QUALIFICATIONS

Knowledge and Skills: Basic knowledge of institutional quantity food preparation, methods, procedure and service, weights and measures, and kitchen safety and sanitation.

Abilities: Must be able to perform the routine duties of the position under direct supervision. Must be able to follow oral and written instructions. Requires the ability to stand for extended periods of time, bend, kneel and stoop. Must lift light objects up to 50 pounds. Requires sufficient hand coordination to use kitchen utensils and equipment.

Education and/or Experience: High school diploma or equivalent. College class in Safety and Sanitation required. Additional experience may substitute for education. Requires possession of an appropriate, valid California Driver's License.