

CLOVIS UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

Position:	Campus Catering Assistant	FLSA:	Non-Exempt
Department/Site:	Campus Catering Services	Salary Grade:	03
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.

NATURE AND SCOPE

The specific work assignments may vary among location, however the position carries out routine food preparation duties such as baking, salad and fruit preparation, panning main dish, clean up and exercising judgments involving basic arithmetic. Work is checked for accuracy regarding food quantities, kitchen sanitation and safety. Work is performed under direct supervision from the designated representative. Work is performed in a commercial kitchen environment with safety considerations such as exposure to heat, extended standing, lifting and stooping.

ESSENTIAL TYPES OF DUTIES (Examples)

- Serves some quantities of food items from established menus such as bread and rolls, salads, and fruit dishes.
- May operate miscellaneous kitchen/cafeteria equipment such as slicers, mixers, french fryer and ovens.
- Cleans and sanitizes kitchen area and equipment.

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 objects up to 50 pounds. Requires sufficient hand coordination to use kitchen utensils and equipment.

Education and/or Experience: High school Diploma or equivalent.

Licenses and Certificates: Requires a valid driver's license.