

BURBANK UNIFIED SCHOOL DISTRICT

CLASS TITLE: FOOD SERVICE COOK III

BASIC FUNCTION:

Under the direction of a Food Service Supervisor III, prepare, cook and serve food items in a central preparation kitchen; maintain food service equipment and facilities in a clean and sanitary condition in accordance with state health laws; provide work direction to other Food Service personnel as assigned.

DISTINGUISHING CHARACTERISTICS:

The Food Service Cook III prepares, cooks and sells food items at a central preparation kitchen which serves schools in the District and is additionally responsible for providing work direction to other Food Service personnel as assigned.

REPRESENTATIVE DUTIES:

Cook and prepare main entrees and vegetables for transport to other locations in the District. Load carts in accordance with established schedules.

Monitor calls from schools served to obtain lunch counts and estimates; assure that sufficient lunches are prepared and transported.

Assist the Food Service Supervisor III as needed in answering phones, counting money, ordering and selling food items, and collecting lunch tickets.

Unload carts from schools served; assure that leftover food is stored properly in accordance with established health regulations.

Set up serving areas; serve food to students, teachers and other personnel.

Maintain work area and serving areas in a sanitary manner; clean serving counter, food containers and other equipment; wash pots and pans, utensils and other serving equipment.

Operate a variety of standard kitchen equipment including food mixers, slicer, chopper, warmers, ovens and hot and cold carts.

Serve as cashier in a cafeteria, lunch line or snack bar; make change and count monies; prepare deposit slips and record amounts of food sold and monies collected.

Train and provide work direction to Food Service Assistants and student assistants as assigned.

Assist in determining appropriate quantity of food items for cooking and baking; adjust and extend recipes as needed.

Assist with inventory and maintain records as directed; receive and verify deliveries of food items and supplies as necessary.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Proper methods of preparing, baking, cooking and serving food in large quantities.

Kitchen sanitation and safety practices and requirements.

Operation, cleaning and preventative maintenance of utensils and equipment.

Health and safety regulations pertaining to food service.

Standard weights and measures used in cooking and baking.

Record-keeping techniques.

ABILITY TO:

Determine appropriate quantities of food to prepare for several locations in the District.

Understand and follow oral and written directions.

Prepare, bake and cook foods in quantity.

Operate standard machines found in school cafeterias and kitchens.

Work cooperatively and effectively with others.

Assist in taking inventory and ordering food.

Maintain safety and sanitation standards.

Prepare attractive, appetizing and nutritious meals.

Lift objects weighing up to 50 pounds using safe and proper methods and/or equipment. Move objects weighing over 50 pounds using safe and proper methods and/or equipment.

Follow and adjust recipes.

Meet schedules and time lines.
Add, subtract and make change correctly.
Train and provide work direction to Food Service personnel.

EDUCATION AND EXPERIENCE

Any combination equivalent to: graduation from high school and one year of experience in quantity food preparation and kitchen maintenance at the level of a Food Service Cook II.

WORKING CONDITIONS:

Central preparation kitchen environment; subject to heat from ovens and lifting, pushing, pulling and standing for long periods of time.