

BURBANK UNIFIED SCHOOL DISTRICT

CLASS TITLE: SR. FOOD SERVICE ASSISTANT-CENTRAL KITCHEN

BASIC FUNCTION:

Under the direction of the Food Service Supervisor III, prepare salads or desserts in quantity in a central preparation kitchen or package prepared food for transport to other school facilities; maintain food service facilities in a clean and sanitary condition.

DISTINGUISHING CHARACTERISTICS:

The Senior Food Service classification is the experienced-level of the series. Incumbents assigned as Senior Food Service Assistant-Central Kitchen prepare salads or desserts in quantity in a central preparation kitchen where food is prepared for transport to other schools.

REPRESENTATIVE DUTIES:

Clean and prepare a variety of food items such as fruits and vegetables; make salads and desserts; package foods as necessary according to established procedures, maintaining health and sanitary regulations.

Assist with cooking and serving main dishes including meats, main dishes, baked goods and sandwiches.

Maintain daily records of foods prepared and sold and count items remaining; submit records according to established procedures.

Maintain work areas and serving areas in a sanitary manner; wash and clean steam tables; clean and store utensils, trays and kitchen equipment.

Store unused food items according to appropriate standards to assure health and sanitation standards are followed.

Operate a variety of kitchen utensils, equipment and appliances in a safe manner.

Assist with inventory as directed.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

Knowledge of:

Sanitation and safety practices related to cooking and serving food.

Standard kitchen equipment, utensils and measurements.
Methods of preparing and serving food in large quantities.
Record-keeping techniques.
Basic food preparation including washing, cutting and assembling food and ingredients.
Interpersonal skills using tact, patience and courtesy.
Health and safety regulations pertaining to food service.

Ability to:

Prepare salads or desserts in quantity in a Central preparation kitchen.
Maintain food service facilities in a clean and sanitary condition.
Operate kitchen utensils, equipment and appliances in a safe manner.
Follow applicable health and sanitation requirements.
Make change and math calculations quickly and accurately.
Meet schedules and time lines.
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.
Work efficiently during rush conditions.
Work cooperatively and effectively with others.
Communicate effectively both orally and written.
Understand and follow oral and written directions.
Prepare simple records and reports.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above and one year of experience at the level of a Food Service Assistant.

WORKING CONDITIONS:

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