Bargaining Unit / Group: ***CSEA 868*** *Salary Range:* ***116***
Approved: ***January 1, 2016***
Revised: July 1,2023

CAMPBELL UNION SCHOOL DISTRICT

CHILD NUTRITION ASSISTANT

JOB DESCRIPTION:

Under the direction of the Child Nutrition Supervisor, prepare and serve hot and cold menu items to students and staff at an assigned school site; assist with cooking and baking various food items; maintain food service facilities, equipment and utensils in a clean and sanitary condition.

RESPONSIBILITIES:

- Prepare and serve a variety of hot and cold menu items; observe quality and quantity of food served according to established procedures; assure proper temperature of foods; assure compliance with safety and sanitation regulations.
- Assist with cooking and baking a variety of food items such as main dishes, breads and desserts.
- Prepare fruits, vegetables, cereals and desserts; assemble various ingredients as assigned; package and wrap food items according to established procedures and portion control standards; serve meals on serving lines; set out prepared foods.
- Maintain food service facilities, equipment and utensils in a clean and sanitary condition; sweep and mop floors to assure a safe and sanitary work environment; operate dishwashers and wash trays, pots, pans, plates, utensils and other serving equipment.
- Clean serving counters, tables, chairs, food containers and other food service equipment; prepare food and beverages for sale; count and set-up plates, trays and utensils.
- Prepare salads, sandwiches and packaged foods for distribution; mix, slice, grate and chop food items; open cans; replenish containers as necessary.
- Perform cashiering duties as assigned; count money, make correct change and prepare bank deposits as directed; collect and scan lunch cards.
- Operate standard food service equipment such as slicers, warmers, ovens, fryers, stoves and carts.
- Stock condiments, food items and paper goods; assist in the storage and rotation of supplies in storage areas; assist with daily and periodic inventories as assigned.
- Maintain routine records related to assigned activities.
- Perform other related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Quantity food preparation including washing, cutting and assembling food items and ingredients.

Sanitation and safety practices related to preparing, handling and serving food.

Standard kitchen equipment and utensils.

Interpersonal skills using tact, patience and courtesy.

Proper lifting techniques.

Basic math and cashiering skills.
Oral and written communication skills.
Basic record-keeping techniques.

Ability to:

Prepare and serve hot and cold menu items to students and staff at an assigned school site.
Assist with cooking and baking various food items.
Maintain food service facilities, equipment and utensils in a clean and sanitary condition.
Wash, cut, slice, grate, mix and assemble food items and ingredients.
Operate standard kitchen equipment safely and efficiently.
Follow health and sanitation requirements.
Communicate effectively both orally and in writing.
Establish and maintain cooperative and effective working relationships with others.
Understand and follow oral and written directions.
Operate a cash register and make change accurately.
Maintain routine records.
Meet schedules and time lines.

Education and Experience:

Any combination equivalent to: one year experience in quantity food preparation.

Licenses and other requirements:

Valid ServSafe certificate.

TERMS OF EMPLOYMENT:

Salary and work year to be according to the current schedule

EVALUATION:

Performance of this job will be evaluated in accordance with the District's policies and procedures and existing contract between Campbell Union School District and the California School Employees Association, Chapter 868.

WORKING CONDITIONS:

Food service environment.
Subject to heat from ovens.
Exposure to very hot foods, equipment, and metal objects.
Working around knives, slicers or other sharp objects.
Exposure to cleaning chemicals and fumes.

PHYSICAL DEMANDS:

While performing the essential functions and responsibilities of this job, the employee is regularly required to stand, walk, sit, and reach with hands and arms and speak and hear effectively. The employee must regularly lift and/or move up to 40 pounds and occasionally lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions. Seeing to monitor food quality and quantity.