

## Your School

### Position Description

**JOB TITLE:** Cafeteria Cook

**FLSA STATUS:** Non-Exempt

**DEPARTMENT:**

**HRS/WEEK:** 7:30-1:30PM/5days

**REPORTS TO:** Cafeteria manager/ Pastor and/or Principal

**DATE:** April 2014

#### **DUTIES**

To assist in the implementation of the assigned school meal program.

#### **RESPONSIBILITIES:**

The cook shall be responsible for:

1. Performing duties for food preparation as required by Cafeteria Manager.
2. Maintaining sanitation standards for Food Service Area.
3. Maintaining positive work habits.
4. Performing duties efficiently and productively.
5. Maintaining and/or upgrading skills.
6. Maintaining personal qualities appropriate for assigned job

#### **Knowledge, Skills, Experience Required or Preferred:**

Knowledge of USDA Guidelines, and County Health Department Safe Food Handling Guidelines.

#### **Physical and Cognitive Requirements:**

Medium work - exerting up to 50 lbs. of force occasionally and up to 10 lbs. of force constantly to move objects.

Duties require solving practical problems using a variety of variables with limited standardization; must interpret instructions.

Works in both inside with some exposure to atmospheric conditions - fumes, odors, dusts, mists, etc... Requires working in proximity to moving parts, electrical current and chemicals.

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required in the position described and may be supplemented or amended as necessary. |

have read and understand these job duties and my supervisor has reviewed these requirements with me.

Reviewed with: \_\_\_\_\_ Date: \_\_\_\_\_  
(Employee)

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Supervisor)