

FOOD SERVICE HELPER

Code No.: 5-06-001

LABOR

DISTINGUISHING FEATURES OF THE CLASS: This is an entry level food service position involving performance of simple, routine, manual work in the preparation and serving of food in a cafeteria or other dining area. Employees of this class are also responsible for cleaning, kitchen equipment and utensils and non-disposable eating utensils, glassware, and china. Work is performed under direct and close supervision of a higher ranking food service employee. Supervision of others is not a responsibility of this class. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Prepares ingredients for salads, sandwiches, and cold plates;

Portions and garnishes all desserts, salads, and fruits for serving;

Trims, washes and prepares vegetables;

Sets up serving lines with condiments, hot and cold foods, and table services;

Serves food from steam table or food line in cafeteria-style operation;

Washes and sanitizes all pots, pans, and utensils;

Cleans and dries silver, china, and glassware;

Fills sugar bowls, salt and pepper shakers, and napkin holders, and holders for utensils and straws;

Cleans dining tables of dirty dishes and trays in the absence of lunchroom aides;

Washes and sanitizes dining room tables, chairs, and trays in the absence of lunchroom aides;

Operates kitchen appliances and equipment;

Advises students of well-balanced meals;

Cleans kitchen and dining room area;

Serves as cashier on student faculty food service line.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the principles of a balanced diet; working knowledge of the regulations of the National School Lunch Program and the Department of Health requirements; working knowledge of portion control; working knowledge of the proper methods of preparing and serving food; working knowledge of proper care and safe operation of kitchen equipment and appliances; working knowledge of the care and use of china, silver, glassware, and kitchen utensils; working knowledge of the operation of industrial dish washers and the use of associate detergents; working knowledge of use and application of cleaning supplies for appliances, equipment, and food preparation and serving work areas; ability to follow simple oral and written directions; ability to prepare and serve food with proper regard to sanitary principles; ability to receive and make correct change; ability to deal effectively with students, faculty, and other diners; willingness to perform routine low-skill work; dependability; health commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: There are no education or experience qualifications for this position.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES:

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

REVISED: February 19, 1987