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|  | **JOB TITLE** | SUBSTITUTE CAFE CARETAKER |
| **REPORTS TO** | CAFE MANAGER |
| **SALARY SCHEDULE/GRADE** | NUTRITION SERVICES |
| **CONTRACTED DAYS AND/OR HOURS** | AS NEEDED, 4 HOUR MINIMUM |
| **EXEMPT STATUS** | NON-EXEMPT |
| **JOB CLASS CODE** | 8241 |
| **POSITION CLASSIFICATION** | SUBSTITUTE |
| **DATE APPROVED** |  |

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| **QUALIFICATIONS** |
| Any combination equivalent to: high school diploma, G.E.D. Certificate or demonstrated progress toward obtaining a G.E.D. as required by Kentucky law. |
| Must complete a training course for certification of beginning food personnel as prescribed in 702 KAR 6:045. |

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| **POSITION SUMMARY** |
| Prepare, cook, bake and serve a variety of foods in large quantities at an assigned school site; assist in other preparation duties as directed; maintain facilities in a clean and sanitary condition. |

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| **DISTRICT AND SCHOOL PRIORITY ALIGNMENT** |
| Align actions with district and school values and core priorities. Evaluated based on the efficacy of aligned actions.  |

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| **PERFORMANCE RESPONSIBILITIES** |
| Prepare a variety of foods in large quantities, under the direction of full-time nutrition services staff.  |
| Maintain food quality standards including appearance, and nutritional requirements. |
| Monitor temperatures of food to assure safety and quality standards are met; monitor water temperatures to assure proper temperature for sanitizing. |
| Serve food according to established guidelines and replenish serving containers as needed. |
| Clean cafeteria equipment, utensils, and appliances in compliance with kitchen sanitation and safety procedures and regulations; clean refrigerators and storerooms as required;  |
| Utilize proper methods of handling foods while assisting in storing unused food and supplies; dispose of unusable leftovers. |
| Operate a variety of standard kitchen utensils and equipment, including slicer, chopper, mixer, steamer, dishwasher, electric warmer, range, oven, pressure cooker, cash register, dishwasher and other cafeteria equipment as required.  |
| Collect money and make correct change. |
| Performs related duties as assigned by Cafeteria Manager, Director of Nutrition Services and/or Superintendent. |

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| **KNOWLEDGE AND ABILITIES** |
| Principles and methods of quantity food service preparation, serving, and storage.  |
| Sanitation and safety practices related to handling, cooking, baking, and serving food. |
| Health and safety regulations. |
| Basic computer, math, and cashiering skills.  |
| Ability to operate and maintain standard machines and equipment found in school cafeterias and kitchens.  |
| Ability to follow, adjust, and extend recipes.  |
| Ability to communicate effectively both orally and in writing.  |
| Ability to establish and maintain cooperative and effective working relationships with others.  |

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| **PHYSICAL DEMANDS** |
| Work is performed while sitting, standing and/or walking. |
| Requires the ability to communicate effectively using speech, vision and hearing. |
| Requires the use of hands for simple grasping and fine manipulations. |
| Requires bending, squatting, crawling, climbing, and reaching. |
| Requires the ability to lift, carry, push or pull items weighing up to 50 pounds. |