**Cafeteria Monitor**

Reports to – Cafeteria Manager

Terms of Employment – 175 days per year

Hours will be from 11:00am until 1:00pm

To assure the smooth, efficient operation of the cafeteria

**PERFORMANCE RESPONSIBILITIES**

1. Perform efficiently the jobs assigned
2. Report to work at assigned time and be dependable
3. Maintain pleasant working relations with fellow employees
4. Carry out assignments in a timely fashion
5. Foster good public relations and actively promote and market the food service program
6. Follow all regulations and policies relating to safety, sanitation, personal hygiene, school foodservice program and methods of performing duties
7. Perform duties as assigned

**PHYSICAL DEMANDS**

The work is performed while standing or walking. It requires the ability to clean tables, sweep, mop floor spills, help stack trays and keep the cafeteria in a clean, orderly fashion.

**MINIMUM QUALIFICATIONS**

1. High School Diploma or G.E.D.

2. Ability to read/write/speak English and to understand directions, both written and oral

3. Physical ability to perform duties assigned at sufficient speed, and stand on hard floors for long periods of time.

5. Ability to learn and perform jobs assigned.

6. Interest in foodservice, children and in the school program.

7. Ability to communicate with students, teachers, administrators and other food service personnel.

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: July 25, 2011

 Board Chairperson

Reviewed and agreed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Employee