

## **RIVERSIDE UNIFIED SCHOOL DISTRICT**

### **CLASS TITLE: CAFETERIA WORKER IV (Range 12)**

#### **BASIC FUNCTION:**

Under the direction of the Cafeteria Supervisor II, train and monitor the work of assigned staff and student helpers at a high school serving kitchen; participate in maintaining food service facilities in a sanitary and orderly condition; assume the duties of the immediate kitchen operator of supervisor in their absence; count money and make change; operate automated sales recordkeeping equipment.

#### **DISTINGUISHING CHARACTERISTICS:**

The Cafeteria Worker IV classification is second-in-charge of a high school serving kitchen. Incumbents are assigned more complex food service work and lead auxiliary food service functions, such as bar-b-que, snack bar and others. Incumbents also lead large crews in high school cafeterias. The Cafeteria Worker I is an entry-level classification in the cafeteria worker series. Incumbents perform routine duties in the rethermalization and service of food. Incumbents in the Cafeteria Worker II classification serve as second-in-charge in an elementary serving kitchen. Cafeteria Worker III incumbents perform lead responsibilities in a middle school cafeteria which offers more diversity in the food service program.

#### **REPRESENTATIVE DUTIES:**

Perform responsible food rethermalization and preparation tasks in the assembly of hot and cold foods for daily service at a middle school serving kitchen. *E*

Assist the Cafeteria Supervisor II in planning and implementing the menu for the current day and in advanced work for future menus. *E*

Participate in a large food service program at a high school serving kitchen, including vending machines, vending carts and bar-b-que sites. *E*

Assign work to cafeteria staff and student workers in accordance with established guidelines; train assigned workers in the proper performance of assigned tasks and standards of sanitation and safety. *E*

Observe site personnel and products received to assure compliance with standards, reporting problems to their assigned site supervisor. *E*

Assure proper cleanliness and maintenance of equipment and supplies used in the cafeteria; assure compliance with safety and sanitation regulations. *E*

Operate a variety of equipment and machines used in a kitchen including a computer terminal as required. *E*

Assist in the preparation and maintenance of a variety of related records and reports; assist the supervisor in inventory procedures and ordering of food supplies as assigned.

*Pay Range Increased per MOU dated 9/21/22 (Effective Date 2/1/23)*

Attend meetings related to food service operations and activities.

Perform related duties as assigned.

## **KNOWLEDGE AND ABILITIES:**

### *KNOWLEDGE OF:*

Principles and methods of quantity food service preparation, serving and storage.

Standard kitchen equipment, utensils and measurements used large quantity food preparation and serving.

Sanitation and safety practices related to transporting and serving food.

Basic arithmetic.

Principles of training and providing work direction.

Interpersonal skills using tact, patience and courtesy.

Operation of a computer terminal and data entry techniques.

### *ABILITY TO:*

Perform the more responsible food preparation and serving work in school cafeteria.

Operate standard cafeteria equipment and appliances including a computer terminal.

Maintain accurate records and prepare reports.

Count money, make change.

Understand and follow oral and written directions.

Establish and maintain cooperative and effective working relationships with others.

Train and provide work direction to others.

Communicate effectively both orally and in writing.

## **EDUCATION AND EXPERIENCE**

Any combination equivalent to: two years experience in quantity food cooking, baking and preparation.

## **LICENSES AND OTHER REQUIREMENTS:**

Possession of an appropriate, Valid Food Handler's Card at time of appointment to and during employment in a position in this class.

## **WORKING CONDITIONS:**

### *ENVIRONMENT:*

Food service environment.

Heat from ovens, cold from walk-in refrigerators and freezers.

### *PHYSICAL ABILITIES:*

Lifting, carrying, pushing, or pulling moderately heavy objects.

Standing and walking for extended periods of time.

Dexterity of hands and fingers to operate kitchen equipment.

Carrying, pushing or pulling food trays, carts, materials and supplies.

Reaching overhead, above the shoulders and horizontally.

Seeing to assure proper quantities of food.

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Bending at the waist.

*HAZARDS:*

Exposure to very hot foods, equipment, and metal objects.

Exposure to sharp knives and slicers.

Exposure to cleaning agents and pesticides.