Winston-Salem/Forsyth County School District
Generic: Substitute Kitchen Assistant (2545)

JOB POSTING

Job Details
Title
Generic: Substitute Kitchen Assistant
Posting ID
2545
Description
This is a generic posting for a Substitute Kitchen Assistant. This position will serve on an as-needed basis only. After you submit your application, and resume, and complete successful screening, you will be entered into our Substitute Kitchen Assistant roster.

FUNCTIONAL PURPOSE

The purpose of this position is to perform duties involved in the preparation and serving of meals and snack items to students and staff members. Work involves the safe handling of food and kitchen equipment, various cleanup activities, and cash handling. This position must ensure food is properly prepared and served in accordance with state and local guidelines.

DUTIES AND RESPONSIBILITIES:

- Performs food preparation tasks according to standardized recipes such as washing/peeling fruit/vegetables, preparing and wrapping sandwiches, preparing salads, preparing snack items preparing entrees and vegetable dishes, etc.
- Assists students/staff by answering questions about food and meal content.
- Prepare entrees and vegetables dishes according to standardized recipes.
- Replenish serving lines to ensure they are adequately supplied with required food items during serving times.
- Refills condiments, utensils, and other serving line supplies as required.
- Serve food at the serving line. Provides a la carte items as requested.
- Replenishes serving lines to ensure they are adequately supplied with required food items during serving times.
- Unpack and carry food items (bulk and/or prepared) to storage areas as needed.
- May operate the computer Point of Sales (POS) system as directed to ring up guests.
- Clean kitchen area, equipment, and utensils to ensure sanitation codes are met. Wash/scrub pots and pans used in preparing food.
- May operate commercial dishwashing machine.
- Perform housekeeping duties such as sweeping, mopping, washing tables. Use accepted methods and products to perform these tasks to ensure sanitation rating is maintained.
- Perform other related duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to understand and follow instructions, both in verbal and written forms.
- Ability to read, understand and follow written/standardized recipes both in verbal and written forms.
- Ability to perform simple math.
- Ability to communicate with individuals ranging in age from pre-kindergarten to adult and with varying educational levels.
- Ability to provide superior customer service.
- Knowledge of food preparation and serving.
- Willingness to work as a team member to accomplish objectives.

EDUCATION AND EXPERIENCE REQUIREMENTS:

- Minimum: High School Diploma or GED
- Desirable: Some food preparation/serving is preferred, but not required.
Pay Rate $15/hr.

CERTIFICATION AND LICENSURE REQUIREMENTS:
N/A

PHYSICAL WORK DEMANDS:

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<th>PHYSICAL ACTIVITY</th>
<th>FREQUENCY</th>
<th>PHYSICAL ACTIVITY</th>
<th>FREQUENCY</th>
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<tbody>
<tr>
<td>Climbing/Balancing</td>
<td>F</td>
<td>Lifting/Carrying</td>
<td>F up to 35 lbs.</td>
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<td>Crawling/Kneeling</td>
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<td>Grasping/Twisting</td>
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<td>Walking</td>
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<td>Running</td>
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<td>Pushing/Pulling</td>
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<td>Standing</td>
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<td>Fingering/Typing</td>
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<td>Sitting</td>
<td>F</td>
<td>Driving</td>
<td>I requires driving car between sites</td>
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<td>Bending/Stooping</td>
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<td>Others:</td>
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In compliance with Federal Law, Winston-Salem/Forsyth County Schools administers all education programs, employment activities and admissions without discrimination against any person on the basis of sex, race, color, religion, national origin, age, or disability.

Shift Type  Substitute
Salary Range  $15.00 / Per Hour
Location  Child Nutrition

Applications Accepted
Start Date  07/05/2023