



Position Description

School District of Monroe

JOB TITLE:	Cafeteria Worker
CLASSIFICATION:	Support Staff
JOB OBJECTIVE:	Contribute to a quality and efficient food service operation for students and staff at the assigned school
REPORTS TO:	Director of Food Services
QUALIFICATIONS:	High School diploma. Ability to learn and perform basic food service methods and procedures. Ability to obtain Food Service Safety certification. Basic computer and social media skills. Ability to work collaboratively with students and staff. Ability to lift up to fifty pounds in a general work setting.
ESSENTIAL DUTIES:	

- Operate kitchen equipment to clean and sanitize all food preparation and serving items
- Clean floors and tables
- Assist with handling payments from students (POS, cash, checks)
- Serve meals to students and adults
- Assist Cooks and Cook Coordinator with meal preparation, as needed.
- Conduct post-meal cleanup activities such as transferring garbage and recycling to marked containers
- Monitor and report all inferior food or faulty food equipment to department supervision
- Learn and complete standard food service techniques for preparation, cleaning, and sanitation
- Complete all activities following procedures and practices which are in compliance with applicable food service safety and sanitation requirements
- Maintain a positive and friendly cafeteria atmosphere for students and staff
- Act as a positive adult role model during all interactions with students
- Establish and utilize productive relationships with parents/guardians, students, staff, and community

- Complete required hours of education and training as mandated by United States Department of Agriculture Professional Standards

ADDITIONAL DUTIES:

- Assist in organizing and cleaning food equipment and storerooms
- Operate cafeteria computer equipment when necessary
- Assist in maintaining student behavior at school events as requested.

Essential duties are those duties and functions considered essential to the performance of the identified position. Additional duties are those duties considered secondary to the position's overall purpose. This position description is illustrative and does not necessarily specify all tasks and duties of this position. The Administration of the School District of Monroe reserves the right to change this position description at its sole discretion at any time.

REVISED: May 2020