

Burrton USD 369
Food Service Cook Job Description

Purpose: The Food Services Cook prepares and serves the students nutritious and attractive meals in an atmosphere of efficiency, cleanliness, and warmth. To accomplish these tasks the Food Services Cook must work closely with the staff and Food services Manager.

Responsible to: Food Service Manager and Superintendent

Payment rate: Salary and benefits as established by the Board of Education.

Qualifications:

1. Demonstrated aptitude for successful performance of the tasks listed.
2. Health and Inoculation Certificate on file in the Central Office (after employment offer is made). Maintain current TB testing as required by Health Department regulations.
3. Ability to maintain a neat, clean appearance.
4. Ability to lift 30 pounds.
5. Desire to continue career improvement by enhancing skills and job performance.

Essential Functions:

1. Assist in food preparation.
2. Ensure all activities conform to District guidelines.
3. Communicate and work effectively and cooperatively with members of the school district and community.
4. React to change and frequent interruptions in a productive and positive manner, meeting deadlines as assigned.
5. Operate all equipment appropriately as required.
6. Work to implement the vision and mission of the District.

Physical Requirements/Environmental Conditions:

1. Requires prolonged standing.
2. Requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials.
3. Requires stooping, bending, kneeling, reaching and turning.
4. Must work in noisy and crowded environments, with numerous interruptions.
5. Must work in and around fumes and odors.

General Responsibilities:

1. Perform duties assigned by Food Services Manager (Head Cook) to prepare and serve meals in an efficient and pleasant manner.
2. Properly use and care for all equipment in all phases of food preparation.
3. Follow rules for personal hygiene and overall cleanliness and sanitation in the kitchen.

4. Work with Food Services Manager in a pleasant, cheerful manner to make school meals a happy learning time for students. Attend inservice meetings and job-related classes when possible for learning and exchange of ideas to make the breakfast and lunch programs successful.
5. Implement and follow all school district policies at all times.
6. Respond to information requests in a a cooperative, courteous, and timely manner.
7. Implement and follow all district health and safety policies, including all precautions of the Bloodborne Pathogens Exposure Control Plan.
8. Perform other tasks and assume other responsibilities as directed by the Food Services Manager.