

SANTA CLARA COUNTY OFFICE OF EDUCATION

POSITION: Substitute/Relief Food Service Assistant

HOURLY RATE: \$14.15/hour

The Substitute/Relief Food Service Assistant assists in the preparation of large quantities of food and washes utensils and kitchen equipment. The Substitute/Relief Food Service Assistant exercises direct supervision of unit staff in accordance with standard policies and procedures and performs a variety of manual and routine functions related to day to day food service operations.

ESSENTIAL/TYPICAL DUTIES

Assists in the preparation of a variety of hot and cold foods, salads and beverages as assigned; observes quality and quantity of food served according to established procedures; ensures

proper temperature of foods; heats, arranges and distributes food items according to established procedures and portion control standards.

Washes dishes, utensils, pots and pans; maintains established sanitary standards; cleans stoves, steam kettles, ovens and other standing kitchen equipment; sweeps and mops floors.

Ability to:

Understand and follow oral and written instructions.

Operate standard kitchen equipment.

Interpret and apply proper sanitation and safety procedures for institutional food preparation.

Prepare food in large quantities.

Perform proper inventorying procedures.

Safely use chemical cleaning agents.

Meet the physical requirements necessary to safely and effectively perform assigned duties.

Maintain effective work relationships with those contacted in the performance of required duties.

TRAINING AND/OR EXPERIENCE

Graduation from high school or equivalent and other sufficient training or experience that could provide the required knowledge and abilities.

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Possession of Food Handler Certificate.

Completion of Skills Training Program (COSTA COUNTY) 11/17/18
[REDACTED]

Anisha

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