

SANTA CLARA COUNTY OFFICE OF EDUCATION

CLASS TITLE: FOOD SERVICE ASSISTANT

BASIC FUNCTION:

Under the direction of the Supervisor Environmental Education, assist in the preparation, cooking, packaging and service of food items at the Walden West Science Camp; assist in the preparation and service of breakfast, lunch and dinner meals for campers; maintain kitchen food service areas and equipment and utensils in a clean and sanitary condition.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Assist in the preparation, cooking, distribution and packaging of food items at the Walden West Science Camp; assist in the preparation and service of breakfast, lunch and dinner meals for campers; assist with salad preparation, cooking hot food and baking foods for campers; maintain the kitchen, equipment and utensils in a clean and sanitary condition.

Prepare and serve hot and cold food items at the Walden West Science Camp; observe quality and quantity of food served according to established procedures; assure proper temperature of foods; heat, arrange and serve food items according to establisheETBTB10€14ETBTB10€14(A€14€)€14ETuk10f1€1€10

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Storage and rotation of perishable foods.
Oral and written communication skills.
Health and safety regulations.
Basic record-keeping techniques.
Proper lifting techniques.

ABILITY TO:

Perform a variety of activities in support of food service operations including cooking, baking, storage and service of food items.
Assist in the preparation and cooking of meals and food items for breakfast, lunch and dinner service.
Operate standard kitchen equipment safely and efficiently.
Follow health and sanitation requirements.
Observe legal and defensive driving practices.

HAZARDS:

Exposure to very hot foods, equipment, and metal objects.
Working around knives, slicers or other sharp objects.
Exposure to cleaning chemicals and fumes.
Heat from ovens.
Traffic hazards.

Personnel Commission Approval: January 8, 2014



Sheila Lopez
Director-Classified Personnel Services

January 8, 2014
Date