



Park Hill School District

Building Successful Futures • Each Student • Every Day

Position Description

POSITION TITLE: Food Service Substitute

F.L.S.A. Non-Exempt

QUALIFICATIONS:

- Current TB test
- Ability to read & communicate in English
- Food Handlers Certification
- Ability to accurately count, weigh & measure
- Ability to follow instructions & take initiative in performance of assigned tasks
- Physical ability to walk, stoop, stand, twist & squat on a constant basis
- Lift a minimum of 51 pounds to 33 inches occasionally

ENVIRONMENTAL REQUIREMENTS:

- Must work in a hot, humid environment
- Must work in a cold, or below zero environment for short periods

REPORTS TO: Food Service Manager

ESSENTIAL JOB FUNCTIONS:

1. Interacts with staff, students, faculty, visitors and co-workers in a pleasant and professional manner.
2. Complete tasks that are assigned by the cafeteria manager.
3. Assist in total kitchen clean up.
4. Performs all tasks in accordance with HACCP guidelines.

OTHER JOB FUNCTIONS:

1. Reports to work at scheduled time with proper uniform & appropriately groomed.
2. Adheres to all school district rules & building rules & regulations.
3. Utilizes proper hand washing techniques.
4. Participates in meetings, training sessions & seminars as scheduled.
5. Completes other tasks as assigned.