

## **Child Nutrition Assistant Cook**

### **Purpose Statement**

The job of Child Nutrition Assistant Cook is done for the purpose/s of providing support to the food service activities at assigned location with specific responsibilities for cooking food items that meet mandated nutritional requirements and/or requests of students and/or school personnel; verifying quantities and specifications of orders; and maintaining facilities in a safe and sanitary condition.

This job reports to Food Service Manager II

### **Essential Functions**

- Attends unit meetings, in-service training, workshops, etc. for the purpose of conveying and gathering information required to perform job functions.
- Cleans utensils, equipment, and storage, food preparation and serving areas for the purpose of maintaining required sanitary conditions.
- Cooks food, prepared and/or from scratch, for the purpose of meeting mandated nutritional and projected meal requirements.
- Estimates food preparation amounts and adjusts recipes if required for the purpose of meeting projected meal requirements and minimizing waste.
- Evaluates prepared foods for flavor, appearance and temperature for the purpose of providing items that will be accepted by students and/or staff.
- Inspects food items for the purpose of verifying quantity, quality and specifications of orders to meet preparation requirements and/or complying with mandated health standards.
- Inventories food, condiments and supplies for the purpose of ensuring availability of items required for meeting projected menu requirements.
- Maintains equipment, storage, food preparation and serving areas in a sanitary condition for the purpose of complying with current health standards.
- Monitors kitchen and cafeteria areas for the purpose of ensuring a safe and sanitary working environment.
- Performs functions of other nutritional services positions, as requested by supervisor for the purpose of ensuring adequate staff coverage within site nutritional services operations.
- Prepares foods and beverage items for the purpose of meeting mandated nutritional and health standards and ensuring appealing presentation.
- Reports equipment malfunctions for the purpose of maintaining equipment in safe working order.
- Serves one or more items of food for the purpose of meeting mandated nutritional requirements and/or requests of students and school personnel.
- Stocks food, condiments and supplies for the purpose of maintaining adequate quantities and security of items.

## **Other Functions**

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

## **Job Requirements: Minimum Qualifications**

### **Skills, Knowledge and Abilities**

SKILLS are required to perform multiple tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: adhering to safety practices; operating equipment found in a commercial kitchen; and using pertinent software applications.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: safety practices and procedures; quantify food preparation and handling; and sanitation practices.

ABILITY is required to schedule activities and/or meetings; gather and/or collate data; and consider a number of factors when using equipment. Flexibility is required to work with others; work with data utilizing defined and similar processes; and operate equipment using standardized methods. Ability is also required to work with a diversity of individuals; work with similar types of data; and utilize a variety of job-related equipment. Some problem solving may be required to identify issues and select action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: setting priorities; working as part of a team; and working with interruptions.

### **Responsibility**

Responsibilities include: working under direct supervision using standardized procedures; providing information and/or advising others; operating within a defined budget. There is a continual opportunity to have some impact on the organization's services.

### **Work Environment**

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling, some climbing and balancing, some stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 2% sitting, 50% walking, and 48% standing. The job is performed under some temperature extremes and under conditions with some exposure to risk of injury and/or illness.

**Experience:** Job related experience is required.

**Education:** High school diploma or equivalent.

**Equivalency:**

### **Required Testing:**

Post Offer Physical Exam

### **Certificates and Licenses**

### **Continuing Educ. / Training:**

### **Clearances**

Criminal Justice Fingerprint/Background Clearance

### **FLSA Status**

Non Exempt

### **Approval Date**

### **Salary Grade**

SE