

# Farmersville Unified School District

## JOB TITLE: COOK

### JOB DESCRIPTION

#### **Definition:**

Under general supervision, performs routine tasks in the preparation, packaging and serving of food in a cafeteria; maintains food service areas and equipment in a clean and sanitary and sanitary condition.

#### **Examples of Duties:**

- Prepares food items in accordance with the daily menu and snack bar menu
- Sets up for meal service
- Serves and assists in serving of the food prepared
- Insures that student select appropriate menu choices for reimbursable meals
- Washes any kitchen utensils or equipment used during the course of the day
- Maintains proper storage of food and rotation of stored food
- Assists in keeping inventory counts of milk, bread and produce items delivered on a daily or weekly basis.
- Performs cashiering activities. Operates computerized POS system, computer and calculator.
- Established meal counts for each breakfast, break and lunch period
- May assist in completing food production reports, inventory control cards and other simple reports.
- Performs related work as required.

#### **Qualifications:**

##### *Knowledge of:*

- Food preparation methods, including washing, cutting, assembling and wrapping ingredients and foods.
- Basic food service procedures and how to use kitchen utensils and equipment
- Standard commercial kitchen appliances
- Sanitation and safety measures in food service areas

##### *Ability To:*

- Work efficiently during rush conditions
- Make change
- Make arithmetical calculations
- Understand and carry out oral and written instructions
- To keep simple records
- To work cooperatively with others, including co-workers, students, teachers, other staff members, and parents
- Able to learn and adapt to new procedures or changes in procedures

#### **Education:**

Graduation from high school or the possession of a G.E.D. certificate

#### **Experience:**

At least six months experience in food preparation, kitchen maintenance, general clerical and cashier-related duties and/or dealing with the public is desirable.

**Physical:**

Ability to stand and walk for long periods of time; ability to sit, bend, kneel, perform grasping and handling motions and torso rotations on a continuous basis; lift and carry 50 lbs; ability to reach in all directions; adequate sight or corrected vision to read printed directions or instructions; hear and speak to communicate with co-workers, students and the public; have dexterity of the hands and fingers to operate kitchen equipment; ability to work in rush conditions.

**Other Requirements:**

Applicants selected for employment will be required to pass a district proficiency test, submit fingerprint clearance, negative TB test at their own expense and a Valid California Driver's License.