

**BAINBRIDGE ISLAND SCHOOL DISTRICT
JOB DESCRIPTION**

FOOD AND NUTRITION SERVICES ASSISTANT COOK

JOB SUMMARY: Under the supervision of the Food and Nutrition Services Supervisor, perform a variety of duties in the planning, preparation, and serving of food and maintaining sanitary conditions of kitchen facilities. Within this general framework, specific assignments will vary.

ESSENTIAL JOB FUNCTIONS:

- Under the direction of the cook, work in the production kitchen preparing nutritious meals for students and staff.
- Meet state and local health department standards for safety and sanitation.
- Finalize meals for delivery to buildings and/or students.
- Serve school nutrition program meals to students and staff.
- Relieve or assist other employees in high-level food preparation tasks.
- Keep food production records.
- Prepare preliminary orders for food and supplies.
- Set up and prepare serving area.
- Clean and sanitize equipment and utensils.
- Perform extra food preparation assignments as required for catering and special events.
- Maintain a clean and neat appearance.
- Perform other job-related duties as assigned by the Food and Nutrition Supervisor.

ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS:

- Demonstrated successful performance as a school food service assistant or equivalent experience in large-scale food preparation or food service.
- High school graduate or equivalent preferred.
- Must obtain and maintain Washington Food and Beverage Worker's Permit.
- Must have completed within the last five (5) years a certified Safety and Sanitation class.
- Preference will be given to applicants with ASFSA certification or educational equivalent.

SKILLS, KNOWLEDGE AND/OR ABILITIES REQUIRED:

- Knowledge and understanding of, and ability to apply USDA child nutrition regulations in meal production and service.
- Demonstrated knowledge of approved methods of quantity food preparation.
- Demonstrated knowledge of accepted practices for use of commercial food preparation equipment.
- Ability to follow a standard HACCP plan.
- Ability to understand and carry out oral and written directions.
- Good mathematical and reasoning skills.

- Knowledge of and adherence to portion control standards.
- Ability to work efficiently and effectively.
- Ability to establish and maintain cooperative working relationships.
- Commitment to maintaining confidentiality and displaying ethical behavior.
- Ability to adapt readily to a varied routine in a calm, positive, flexible manner.

PHYSICAL DEMANDS:

- Exerting 25 to 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Walking and/or standing for extended periods.
- Perceiving the nature of sound; possessing near and far vision with accurate depth perception; providing oral information; having dexterity to operate food service related equipment; and handling and working with various materials and objects.

Reasonable accommodation may be made to enable a person with a disability to perform essential functions of the job.

Revised 01/2015