

**BAINBRIDGE ISLAND SCHOOL DISTRICT  
JOB DESCRIPTION**

**FOOD AND NUTRITION SERVICES ASSISTANT**

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

**ESSENTIAL JOB FUNCTIONS:**

- Provide basic food preparation and finalize meals for serving to students and staff within set timelines.
- Meet state and local health department standards for safety and sanitation.
- Serve school nutrition program meals to students and staff according to predetermined portion control standards.
- Assist other employees in basic food preparation tasks.
- Clean and sanitize equipment, utensils and serving areas.
- Set up and prepare serving areas.
- Inventory and restock supplies.
- Maintain records of food prepared and served.
- Maintain clean and neat personal appearance.
- Perform other job-related duties as assigned by the Food and Nutrition Services Supervisor.

**ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS:**

- Previous food service experience is desirable.
- High school graduate or equivalent preferred.
- Must obtain and maintain Washington Food and Beverage Worker's Permit.

**SKILLS, KNOWLEDGE AND/OR ABILITIES REQUIRED:**

- Knowledge of, or the desire to learn, and ability to apply basic child nutrition guidelines and requirements.
- Knowledge of basic large-scale food preparation and service.
- Demonstrated performance skills in large-scale food service.
- Adherence to standard menus and recipes in the preparation of foods and snacks.
- Ability to operate and maintain food service related equipment.
- Ability to work efficiently and effectively.
- Ability to understand and carry out oral and written directions.
- Ability to communicate effectively in oral and written form.
- Proven 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.

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### **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