

Code: 4332

Title: FOOD SERVICE WORKER II

SUMMARY: Assists cooks in the preparation of nutritionally-modified and special diets by preparing non-entree foods, and participating in the set-up, delivery and serving of food to patients, cafeteria customers and staff in an institutional setting such as a hospital or other health care facility.

DUTIES/RESPONSIBILITIES: (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Assists cooks in the preparation of nutritionally-modified and special diets by following preparation procedures and production methods;

Prepares foods such as gelatins, desserts, salads, etc. and bakes cookies, cakes, breads, etc.;

Sets up, delivers, serves and assures temperature and quantity of food for patient trays and cafeteria serving lines in accordance with the menu;

Operates various food preparation and cleanup equipment such as mixers, slicers, ovens, dishwashers, etc. and performs operator-level servicing of equipment;

Maintains a safe and clean working environment by following organizational and regulatory sanitary procedures for the prevention of infection and food borne disease;

Maintains supply inventory in galleys and cafeteria food line by checking stock to determine inventory levels or notifying cooks of anticipated shortages, and by gathering supplies or replenishing food at work stations;

Unpacks, sorts and stores materials, equipment or supplies, checking weight and inspecting foods, responsible for invoice accuracy and performs periodic inventories;

Performs cooking duties in the absence of cooks;

Performs cashier duties;

Performs switchboard duties for relief at meals and breaks;

May assist in the training of new Food Service staff;

May perform lead duties in the absence of the Food Services Supervisor.

KNOWLEDGE & SKILLS:

Knowledge of:

- standards for kitchen safety and sanitation;
- volume cooking techniques;
- distinctions between general and special diets;• basic supply inventory practices;
- proper use, mixing, storage and disposal of cleaning and sanitizing materials.

Skill in:

- following food service safety and sanitation procedures;
- operation and maintaining food preparation equipment, kitchen implements and utensils;
- reading, comprehending and following recipes, diet and nourishment orders and diet card instructions;
- large-scale food preparation and service;
- communicating effectively in the English language;
- understanding and carrying out instructions;
- operating cash registers and accounting for monies received;
- operating a switchboard.

MINIMUM QUALIFICATIONS:

One year of commercial (includes fast food establishments) or institutional (large scale) food service experience.

OTHER REQUIREMENTS:

Licenses and Certificates: Some positions require, at the time of appointment, a County-issued Food Handler's Certificate. For these positions, maintenance of this certificate is a condition of employment, and failure to maintain the certification may be grounds for termination.

Special Notice Items: All positions require that employees be free from blood-borne pathogens and communicable diseases. Hepatitis B vaccine and TB test will be provided.

Physical/Sensory Requirements: The ability to: lift, carry, push and pull up to fifty (50) pounds; work in extremes of heat, moisture and humidity; tolerate frequent exposure to cleaning chemicals; properly wear required safety clothing and/or equipment.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Pima County

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