

# Falcon Children's Home and Family Services

## Job Description

Title: **Food Services Cafeteria Staff**

### Qualifications

1. A high school diploma is recommended; an ability to read and write is required.
2. Just have some degree of experience in the various phases of food preparation and service.
3. Must have or be able obtain employment a North Carolina County Health Certificate.
4. Must have the ability to learn food preparation and serving procedures.
5. Must have ability to maintain high standards of personal cleanliness and food sanitation.
6. Must have ability to understand and follow oral and written directions.
7. Must have a general knowledge of cooking skills.
8. Must maintain a working relationship with all students and staff.
9. Should demonstrate quality of work by accuracy, neatness, thoroughness, economy, productivity, ability to follow supervisor's instructions, good judgement, punctuality and attendance, cooperation with supervisor and fellow employees, ingenuity, self reliance, planning abilities, ambition, self improvement characteristics, and quality of personality as demonstrated by appearance, courtesy, friendliness and expression
11. Noncompliance with signed agreements and job descriptions will result in dismissal.

### Responsibilities

1. Work involves routine cooking and assisting in the preparation and serving of food.
2. Performs routine tasks in food preparation and service and assists dietitian in specialized cooking and baking.
3. Work also involves the cleaning and preparation for cooking of raw fruits, vegetables and meats and the cleaning of the cafeteria and equipment.
4. Assignments are received from the Director of Food Services.
5. Other examples of work requirements include:
  - a. Washes and prepares vegetables and meats for cooking.
  - b. Assists in cooking, baking and serving of food.
  - c. Prepares gelatins for congealed salads.
  - d. Prepares and serves sandwiches.
  - e. Performs general cleaning duties including washing pots, pans and stoves.
  - f. Assist in replenishing serving lines.
  - g. Performs related work as required or any other duties requested by the Superintendent.
  - h. Cooks are directly amenable to the director of Food Services.

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Signed

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Date