

DEPARTMENT: SCHOOL SERVICE
CLASSIFICATION: LABOR – NYSCSC APPROVED 07/17/2006
APPROVED: MARCH 19, 2012

FOOD SERVICE HELPER - MONITOR

DISTINGUISHING FEATURES OF THE CLASS: The incumbent is responsible for assisting with the preparation and service of food to students in a school cafeteria as well as for monitoring the activities of students during their lunch period. Responsibilities also include cleaning the kitchen area, kitchen utensils, cooking equipment, counters, the serving line, etc.; wiping cafeteria tables between lunch periods; and cleaning up any messes that occur during the lunch period. Work is of a routine nature and is performed under the direct supervision of higher-level kitchen staff who checks work for conformance with instructions. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Assists in the cutting, washing and preparation of food items for cooking;
2. Assists in the supervision of the cafeteria during student lunch periods;
3. Wipes cafeteria tables between lunch periods;
4. Cleans work area before line service including the floor area;
5. Loads and serves food at cafeteria line;
6. Cleans kitchen daily, including but not limited to counters, cooking equipment, serving line, floors, etc.;
7. Works in dish room operating, loading and unloading dishwasher;
8. Removes all trash and garbage from kitchen, faculty cafeterias, student cafeteria, dining room areas and storeroom to outside dumpster;
9. Arranges and re-stocks dishes, cutlery, napkins, and condiments in the kitchen and dining areas;
10. Monitors student behavior and maintains order in the cafeteria during lunch periods;
11. Reports any problems to a school official such as the principal;
12. Assists younger school children going through the serving line;
13. Hands out cutlery, napkins, condiments, etc. to students;
14. Cleans any messes that may occur during lunch periods;
15. Assists with shelving inventory after deliveries.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the proper methods of serving food and of the care of kitchen dishes, equipment and appliances; working knowledge of cleaning methods and the use of cleaning supplies and appliances; ability to follow simple oral and written directions; ability to get along well with children and command their respect; good general intelligence; neat personal appearance; good powers of observation; tact; courtesy; good judgment; physical strength and stamina; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None required.