



**CLASSIFIED  
Job Class Description**

Equal Employment  
Opportunity

**CHILD NUTRITION WORKER**

**DEPARTMENT/SITE: CHILD NUTRITION  
SERVICES**

**SALARY SCHEDULE:** Classified Salary Schedule  
(Group 1/Group 15)

**LEVEL:** Range 17

**WORK YEAR:** 10 Months

**REPORTS TO: CHILD NUTRITION SERVICES  
SITE LEAD**

**DATE CURRENT JOB DESCRIPTION APPROVED:**  
Board of Education effective: ....August 12, 2021

**JOB GOAL/PURPOSE:**

Under the supervision and direction of the Child Nutrition Services Site Lead, incumbents in this classification perform a variety of routine nutrition service activities relating to the preparation and serving of food items to students in an assigned school site cafeteria, according to established procedures; maintains nutrition service utensils, facilities and serving areas in a safe and sanitary manner; and performs other related duties as assigned. The incumbents in this classification provide the school community with nutritious meals which directly supports student learning.

**DISTINGUISHING CHARACTERISTICS**

The Child Nutrition Worker classification is the entry-level classification in the child nutrition series. Incumbents are required to assist in the food preparation, serve hot and cold food to students and perform cashiering duties.

The Child Nutrition Services Site Lead incumbents are responsible for leading Child Nutrition Workers; daily cash reporting and menu production; monitoring proper food inventories and orders; assisting in the setup of serving areas; ensuring a clean, safe and sanitary food service facility.

The Child Nutrition Services Coordinator assists the Director in all aspects of the efficient operation and oversight of the nutrition services program for all school sites; trains and supervises staff in absence of Child Nutrition Services Site Leads.

**ESSENTIAL FUNCTIONS, TASKS AND DUTIES:**

- Serve attractive and nutritious meals to students according to district, and federal food safety, sanitation, and quality standards.
- Prepare food items such as fruits, vegetables, sandwiches, salads and main dishes by combining proper ingredients, cutting and slicing fresh foods, counting food items, heating foods and related activities.
- Set up serving equipment, trays and plates, and up serving areas with prepared foods; place food in hot containers; monitor food temperatures and make corrective adjustments, as necessary.

- Serve as a cashier by operating point-of-sale (POS) software to calculate and account for lunch costs including a-la-carte items for students while ensuring that proper meal requirements are being met.
- Participate in processing the receipt, stocking, re-stocking and storage of daily school food and supply orders received from the central kitchen and outside vendors; pulls daily stock needed and re-stock for the following day.
- Stock and re-stock serving lines; condiments, napkins and silverware trays as needed; check expiration dates on food items.
- Perform post-lunch cleaning and next-day preparation such as checking for and removing fallen food or trash on the ground, disposing of left-over food, preparing sinks and proper cleaners and sanitizers, and washing trays, pots, pans and utensils, and re-stocking after cleaning.
- Clean and sanitize all workstations and all equipment; maintain storeroom area in clean and safe condition.
- Operate a variety of kitchen equipment, appliances and supplies such as slicers, can openers, mixers, stoves and dishwasher.
- Interact with and respond appropriately to students, staff and the public.
- Perform other functions, duties and tasks related to this class as assigned.

### **JOB QUALIFICATIONS /REQUIREMENTS:**

*(At time of application.)*

#### **Knowledge of:**

- Basic standard methods of quantity food preparation, serving and storage
- Care and use of standard food service appliances and equipment
- Record keeping procedures
- Sanitation and safety practices and procedures
- Proper lifting techniques

#### **Skills:**

- Basic math and cashiering skills
- Interpersonal skills using tact, patience and courtesy
- Work quickly and efficiently
- Basic record keeping

#### **Ability to:**

- Serve food in accordance with health and sanitation regulations
- Operate and clean a variety of food service equipment; collect money and make change quickly and accurately
- Understand and carry out oral and written instructions
- Read labels and storage requirements
- Establish and maintain cooperative working relationships; communicate and interact with elementary school children
- Learn and gain knowledge in the food service profession
- Assist in a variety of routine food service activities related to the preparation and serving of food to students
- Assist in the set-up of serving areas; and maintain the cleanliness, safety and sanitary conditions of the food service facilities equipment and utensils

**EDUCATION REQUIRED:**

High school diploma or equivalent.

**EXPERIENCE REQUIRED:**

Previous experience as a food service worker desirable.

**LICENSE(S) REQUIRED:**

- Valid Food Handler's Certificate issued by the San Diego County Health Department

**CERTIFICATIONS AND TESTING REQUIRED:**

- Pass the District's applicable proficiency exam (e.g., written test, oral interview and/or work sample) for the job class with a satisfactory score.
- After offer of employment, obtain:
  - Criminal Justice and FBI Fingerprint Clearance
  - Negative pre-employment drug screen test at District's expense
  - Pre-employment physical exam at District's expense
  - Negative TB test result plus periodic post-employment retest as required (currently every four years)

**WORK ENVIRONMENT/PHYSICAL DEMANDS:**

*(Must be performed with or without reasonable accommodations)*

- Performing duties in a food service environment; subject to heat from ovens, cold from walk-in refrigerators and freezers
- Lifting, carrying, pushing and pulling heavy objects up to 52 pounds
- Standing and walking for extended periods of time
- Dexterity of hands and fingers to operate kitchen equipment
- Carrying, pushing or pulling food trays, carts, materials and supplies
- Reaching overhead, above the shoulders and horizontally
- Seeing to assure proper quantities of food
- Bending at the waist
- Exposure to boiling water and very hot foods, equipment and metal objects
- Exposure to sharp knives and slicers
- Exposure to cleaning and sanitizing agents