

**CHARTERS-HOUSTON SCHOOL DISTRICT
FOOD SERVICE DEPARTMENT**

JOB DESCRIPTION

TITLE: CAFETERIA GENERAL WORKER/CASHIER/SERVER

QUALIFICATIONS:

1. Demonstrates the ability to read, write, and comprehend math.
2. Demonstrates the ability to operate a computerized point of sale cash register.
3. Work experience as a food service worker or substitute worker.
4. Demonstrates the ability to operate food service equipment essential to job.
5. Demonstrates flexibility in newly assigned task.
6. Demonstrates the ability to maintain a positive and cooperative relationship with students, staff, co-workers and the general public at all times.
7. Must be capable of bending, reaching, stooping, climbing and lifting up to 50 pounds.

REPORTS TO: Food Service Director

RESPONDS TO: Head Cook

PERFORMANCE RESPONSIBILITIES:

1. May work as cashier or server as directed.
2. May work Fry / Grill Area /Pizza Area/ Deli Area or Serving Lines jobs as directed.
3. Assists and prepares food items as directed by Cooks.
4. Assist cook as needed.
5. Counts money and reconciles with daily cashier report.
6. Collects ala carte money and advanced sales during lunch periods.
7. Assists and prepares production reports as needed.
8. Monitors ala carte area, maintains inventory and orders as needed.
9. Cleans and sanitizes work areas daily.
10. Responsible in the dishwashing area for the cleaning of trays, pans and utensils.
11. Sweep floors daily and mop as directed by head cook.
12. Assist in trash collection.
13. Maintains established standards of HACCP, sanitation and safety procedures at all times.
14. Observes dress code policy.
15. Assist in keeping coolers/ freezers and stock rooms neat and clean.
16. Assist in the restocking of all meal and ala carte food items.
17. All cooking and serving areas are to be cleaned daily.
18. Fryers are to be filtered, cleaned and filled daily.
19. Performs any other duties as directed by Food Service Director

TERMS OF EMPLOYMENT:

3.5 Hours Per Day Hours and times may change according to lunch schedules.

EVALUATION: Performance will be evaluated as per Board Policy during the probationary period.