BOYERTOWN AREA SCHOOL DISTRICT
JOB DESCRIPTION

Position:	Food Service Worker	Employee Group:	Support Staff
Report To:	Cafeteria Manager	Created:	July 2004
FLSA:	Non-Exempt	Revision Date:	December 2021
Work Year:	10 month/180 Days/5 Work Hrs. a Day		

Job Summary:

To aid in the food service program by preparing and serving food to school children and participate in the cleaning and sanitation of equipment and facilities.

Supervisory Responsibilities: N/A

Essential Duties:

1. Report to Cafeteria Manager/ Food Services Supervisor
2. Project a positive image of BASD at all times
3. Keep information confidential concerning student eligibility, student account information and allergy information
4. Act in a professional manner at all times
5. Assist in preparation of menu items and prepare cafeteria service area
6. Serve students and staff from the cafeteria service area
7. Clean and sanitize worktables, walls, floors, refrigerators, counters, and equipment (according to established procedures)
8. Responsible for knowing and following the Standard Operating Procedures and safety rules associated with the responsibilities of the job as provided by the Cafeteria Manager/Food Services Supervisor
9. Complete annual training requirements for compliance with the National School Lunch Program and School Breakfast Program.
10. Responsible for knowing and following the safety rules and proper procedures associated with the responsibilities of the job as provided by the Cafeteria Manager/ Food Services Supervisor
11. Follow proper personal hygiene procedures that are necessary for the safe and sanitary handling of food
12. Follow sanitation and health regulations
13. Perform other duties as assigned by the Cafeteria Manager or Food Services Supervisor

Qualifications and Requirements:

- High school education or GED equivalent.
- Valid PA Driver's License.
- Ability to understand and carry out basic kitchen instructions
    - Such alternatives to the above qualifications as the Food Services Supervisor may find appropriate and acceptable

- Completion of School Health Physical and TB test
- Completion of required background clearances
    - Act 34 - Criminal History Clearance
    - Act 151 - Child Abuse History Clearance
    - Act 114 - Federal Criminal Background Check

Physical Requirements:

- Standing for extended periods
- Ability to bend, crouch, reach, and kneel
- Able to withstand temperature variations
- Must be able to lift 30 lbs. frequently
- Occasion lifting of up to 50 lbs. and/or greater than 50 lbs. with assistance.
- Must be able to tolerate high noise levels

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. The employee will be required to follow any other job-related instructions and perform other job-related duties requested by the Superintendent or Designee.

The position holder must be able to perform the essential duties and responsibilities with or without reasonable accommodation. It is the responsibility of the employee to inform the Chief Human Resources Officer of any and all reasonable accommodation that will be required.

Boyertown Area School District is an equal opportunity employer