



**CROSBY INDEPENDENT SCHOOL DISTRICT  
JOB DESCRIPTION**

**JOB TITLE: Food Service Worker II**

**WAGE/HOUR STATUS: Non-exempt**

**REPORTS TO: Cafeteria Manager**

**PAY GRADE: Manual 1**

**DEPT/SCHOOL: Food Service**

**DATE REVISED: 06/06/2011**

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**PRIMARY PURPOSE**

The responsibilities of the Food Service Worker II are to collect monies, record meals, operate cash register, assist in the daily preparation of deposits, prepare and serve foods, and in the cleaning and the sanitation of the kitchen and storage areas.

**QUALIFICATIONS**

**Minimum Education:**

High School Diploma/GED or TASN level 2

**Certification Requirements:**

Must have a current City of Houston Food Service Managers Certificate (or Equivalent) to be assigned as a cashier.

**Special Knowledge/Skills:**

Ability to speak, read, and write the English language.  
Basic knowledge of math and money handling techniques.  
Professional appearance and attitude.

**Minimum Experience:**

Minimum of two (2) years' experience the school food service industry.

**MAJOR RESPONSIBILITIES AND DUTIES**

1. Operate the cash register and handle all financial transactions in connection with the serving of meals.
2. Assist in completing daily deposits of all monies collected, as well as assist in the preparation of daily reports and records.
3. Assist in the preparation of meats, vegetables, desserts and breads.
4. Assist in setting up and breaking-down of serving line.
5. Assist in the cleaning and sanitation of the kitchen, serving lines, storerooms, etc.
6. Assist in making necessary reports, purchase requests, taking inventory and general work in supporting the Manager.
7. The Food Service Worker II assigned to an Elementary or Intermediate school may be required to be the acting Asst. Manager in the absence of the Manager.
8. Perform all other duties as may be required by the Manager and/or Director of Child Nutrition Service.
9. Maintain TASN/SNA level 2
10. Employee is required to comply with all Crosby ISD HACCP policies and procedures.

**EQUIPMENT USED**

Various kitchen equipment.



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### **WORKING CONDITIONS**

#### **Physical Demands:**

During your entire scheduled work hours you must be physically able to:

- Stand and walk on hard surface floor unassisted
- Walk briskly
- Push and pull carts
- Stoop, bend, kneel, climb
- Lift up to 40 pounds
- Must be able to load and unload products a maximum height of 60 inches
- Climb a 6 foot ladder

#### **Environment:**

Moderate to heavy exposure to hot/cold temperatures, steam, wet floors and cleaning chemicals.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.