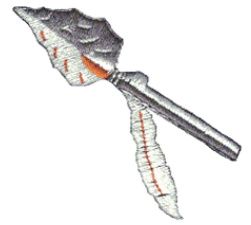


SCAPPOOSE SCHOOL DISTRICT 1J  
33590 SE High School Way  
Scappoose, OR 97056



## POSITION DESCRIPTION

# FOOD SERVICE ASSISTANT II

**Range Assignment: 05**

### **Qualifications:**

- High School Diploma or equivalent
- Previous Food Service experience in preparing and serving food for large groups
- Food Handler's Card

**Reports to:** Cook Manager/Building Administrator

### **Performance Responsibilities (essential job functions):**

- Assists in coordinating production to ensure completion of a product at a specific time
- Works with Cook Manager to plan program
- Uses tools and equipment properly
- Comprehends and follows oral and written instruction, and is punctual
- Performs moderately heavy tasks
- Performs all job related tasks with minimum of supervision
- Presents a positive attitude by appearance, personal neatness and personal habits
- Works cooperatively with other employees in operating a smooth functioning cafeteria
- Organizes, cleans and maintains work area
- Prepares equipment for cooking
- Prepares and serves a variety of foods; for example, salads, sandwiches, vegetables
- May bake and prepare main dishes as needed
- Washes dishes, pots, pans and utensils as needed
- Maintains equipment, serving areas, display counters, and eating areas in a clean and orderly condition
- May help inventory food and supplies
- Adheres to all district health and safety guidelines, including all precautions of the Bloodborne Pathogens Exposure Control plan
- In absence of the Cook Manager, performs tasks related to that assignment
- Is punctual and maintains regular attendance
- Performs other related duties as required or assigned.

### **Physical Requirements:**

In a work day, employee may need to stand/walk 3-6 hours. May need to lift up to 35 pounds, push/pull up to 70 pounds. May need to bend, squat and twist frequently.

**Physical requirements for essential responsibilities:**

In 8-hour workday, this job requires:

R – Rarely (Less than .5 hr per day)

O – Occasionally (.5 – 2.5 hrs per day)

F – Frequently (2.5 – 5.5 hrs per day)

C – Continually (5.5 – 8 hrs per day)

N/A – Not Applicable

| <b>Physical Requirements</b>                                      | <b>N/A</b> | <b>R</b> | <b>O</b> | <b>F</b> | <b>C</b> |
|---|------------|----------|----------|----------|----------|
| Sitting   |            |          |          | X        |          |
| Stationary Standing   |            |          | X        |          |          |
| Walking (level surface)   |            |          | X        |          |          |
| Walking (uneven surface)  |            |          | X        |          |          |
| Crawling  |            | X        |          |          |          |
| Crouching (bend at knees)   |            |          | X        |          |          |
| Stooping (bend at waist)  |            |          | X        |          |          |
| Twisting (knees/waist/neck)                                       |            |          | X        |          |          |
| Climbing (stairs)   |            |          | X        |          |          |
| Climbing (ladder)   |            | X        |          |          |          |
| Reaching overhead   |            |          | X        |          |          |
| Reaching extension  |            |          | X        |          |          |
| Repetitive use arms   |            |          |          |          | X        |
| Repetitive use wrists   |            |          |          |          | X        |
| Repetitive use hands grasping                                     |            |          |          | X        |          |
| Repetitive use hands squeezing                                    |            |          |          | X        |          |
| Fine manipulation   |            |          |          |          | X        |
| Using foot control  | X          |          |          |          |          |
| *Pushing/pulling<br>Max weight: 70 lbs                            |            |          | X        |          |          |
| **Lifting/Carrying<br>Max weight: 70 lbs                          |            |          | X        |          |          |
|   |            |          |          |          |          |
|   |            |          |          |          |          |
| *items typically moved: chair, table, box                         |            |          |          |          |          |
| ** Items typically lifted: food, trays, containers, case products |            |          |          |          |          |

**Terms of Employment:**

Work year/days as scheduled by district. Salary according to current schedule.

Probationary period as noted in Bargaining Agreement. Performance of this position will be evaluated in accordance with the Collective Bargaining Agreement.

I, \_\_\_\_\_ have read and understand the above requirements for this job position.

Signature \_\_\_\_\_ Date \_\_\_\_\_