

Central Kitchen Food Service Worker

Position Details

Class Code: 5003

Job Family: Food Service

Classification: Support Professional

Terms of Employment: [Pay Grade 41 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under direct supervision, prepares foods from fresh, canned, dry, or frozen states according to recipes, and assists in related tasks in a food service production area.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Prepares or assists in preparing entrees and side dishes, including sandwiches, salads, breads, meats, vegetables, and fruits as specified by designated menu/recipes.
2. Operates commercial kitchen equipment.
3. Cleans and sanitizes kitchen utensils, equipment, work area, etc.
4. Washes dishes and pans, as necessary.
5. Practices safe food handling according to Hazard Analysis Critical Control Point (HACCP), Southern Nevada Health District (SNHD), and Clark County School District Food Service standard operating procedures.
6. Ensures compliance with United States Department of Agriculture (USDA) nutrition guidelines and portion size regulations.
7. Prepares food in advance for outlying schools and special events.

8. Attends required trainings and informational meetings.
 9. Conforms to safety standards, as prescribed.
 10. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Involves food preparation and associated food service functions in a central kitchen setting.

Knowledge, Skills, and Abilities (Position Expectations)

1. Ability to interpret and follow instructions.
 2. Ability to learn to operate kitchen equipment.
 3. Knowledge of food service/preparation and commercial food service equipment operations/care.
 4. Ability to plan, organize, and perform work.
 5. Ability to maintain confidentiality of information.
 6. Ability to operate a computer and learn related software applications (Human Capital Management (HCM), e-mail, etc.).
 7. Ability to work in confined areas.
 8. Ability to work flexible hours/shifts.
 9. Ability to effectively manage time and resources to complete work according to assigned schedule.
 10. Ability to work under pressure.
 11. Ability to meet predetermined deadlines.
 12. Ability to safely move and relocate heavy objects.
 13. Ability to work cooperatively with staff.
 14. Ability to recognize and report hazards and apply safe work methods.
 15. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Licenses and Certifications

1. A valid driver's license or state-issued identification card.

2. Valid SNHD Food Handler Safety Training Card at time of application. Safety Training Card must be maintained for duration of assignment.

NOTE: Individuals hired as substitute or regular-status food service workers may not promote, demote, or move laterally from the hired position unless they earn a high school diploma or General Education Development (GED) and uploads the document into their Taleo application.

Document(s) Required at Time of Application

1. Copy of a valid driver's license or state-issued identification card.
 2. Copy of SNHD Food Handler Safety Training Card.
 3. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

CCSD Food Service Central Kitchen.

Work Environment

Strength

Medium/heavy - exert force of 50-100 lbs., occasionally; 25-50 lbs., frequently; 10-25 lbs., constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, Video Display Terminal (VDT) screens, or other monitoring devices.

Environmental Conditions

Commercial kitchen setting with exposure to occasional hot and cold temperature extremes due to conditions associated with kitchen areas (ovens, grills, refrigerators/freezers, etc.). Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards

Kitchen equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks

Ovens, refrigerators, freezers, slicers, kitchen utensils, appliances, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 01/04/24
- Created: 10/01/20