



HOWARD LAKE – WAVERLY – WINSTED ISD 2687

JOB DESCRIPTION OF POSITION:

Under the direction of the Food Service Director provides healthy meals in a safe friendly environment to the students and staff at district location.

Job Title:	Satellite Cook	Revised Date:	11-13-17
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Job Description: Prepares meals and keeps the cafeteria safe and clean for students and staff.

- Sets up detailed menu display each day.
- Communicate items needed to Lead Cook.
- Setup and serve breakfast.
- Track number of students eating breakfast.
- Prepares lunches – cutting, chopping, warming, etc.
- Setup serving line – dishes, silverware, etc.
- Keeps line stocked and oversees students/staff as progress through line.
- Tally leftovers and records on food production record.
- Completes clean up of all dishes and serving utensils etc.
- Completes clean up of garbage, boxes, floors, etc.
- Unload and put away supplies that arrive daily.
- Prepare bag lunches for field trips, as needed.
- Order supplies as needed and order milk, twice a week.
- Maintain safe and pleasant environment for students and staff.
- Train new employee/servers on what components are and portion are required per meal served.
- Other duties as assigned.

Job Location:	Waverly or Winsted	Company Industry:	Public School
Job Role:	Satellite Cook	Employment Status:	Part-time
Employment Type:	Employee	Manages Others:	No
Band-Grade-Sub Grade:	A-1-2		
State Job Match Points:	125		

Qualifications:

- * Strong interpersonal skills
- * Ability to multi-task
- * Food Manager Certificate or willing to obtain
- * Ability to lift 50 lbs

Career Level:	Entry Level	Years of Experience:	Any
Degree:	High school or Equivalent		

Non-Union

Approved By: Michelle Johnson	Date Approved: 6-3-13
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