

SAN JOSE UNIFIED SCHOOL DISTRICT

I. Title: Food Services Assistant II Student Nutrition Services Assistant II

II. Definition

Works at a Food Service site under general direction of Cafeteria Manager or designee, and does related work consistent with the job description.

III. Examples of Duties

An Assistant II may be required to perform a combination of duties such as: primary assistant to Cafeteria Manager II, Cafeteria Lead, Lead Assistant, Food Production Manager, Food Production Supervisor Culinary Center Cook; may be relief for Cafeteria Lead, Cafeteria Assistant Lead, Driver, act as coordinator in kitchen with a Manager to setup and control packaging in a large central or transport kitchen, set up and serve at point of sales such as faculty dining room or satellite school, act as cashier and record keeper at point of sales such as faculty dining room or satellite school; order milk for satellite schools; works independently at an elementary school as assigned, assume the duties of an immediate supervisor in the absence of the supervisor.

IV. Distinguishing Characteristics

Positions in this class are distinguished from an Assistant I by increased level of responsibility in the operation of the food service program.

V. Employment Standards

A. Knowledge of:

Principles of safety and sanitation;

Principles of work simplification;

Methods of quantity food preparation;

Principles of nutrition,

Basic math relating to quantity food preparation and service and sale reports.

B. Ability to:

Meet the public tactfully and courteously and establish and maintain cooperative and effective working relationships;

Understand and carry out oral and written instructions;

Maintain high standards of safety and sanitation;

Effectively organize and supervise student help;

Relate to students in a warm and caring manner;

Student Nutrition Services Assistant II (continued) - Page 2

B. Ability to (continued):

Have good manual dexterity;

Use judgment and skill in performance of assigned duties;

Produce products and service of good quality.

C. Education/Training/Experience:

Completion of 12th grade or equivalent or any combination of education, experience and training which meets or exceeds the standards of knowledge, skills and abilities listed above.

D. Licenses/Certificates:

Valid California Driver's License required.

VI. Specific Qualifications

Must pass District test requirements for this position .

Date: Revision - Board Approved 11/21/2006
Range: 16 9.5 Month

12 Month
Job Class: 4501
RB/cd/GR/sgl