

**ORANGE COUNTY CLASS SPECIFICATION**

**TITLE:** FOOD SERVICE HELPER **GRADE:** 03

**TITLE ABBREVIATION:** FOOD SERV HELPER **TITLE NO.:** 6388

**JURIS.CL:** L **SALARY CODE:** 01 **UNIT:**        **EEO CODE:** SM **FLSA CODE:** NE

**DEPARTMENT:** VARIOUS **DIVISION:** VARIOUS

**SUPERVISOR'S TITLE:** VARIOUS

**DISTINGUISHING FEATURES OF THE CLASS:** This is routine manual work performed under immediate supervision in connection with the preparation and service of food, cleaning of the facility and storage of inventory at a Nutrition Site or County operated facility. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Assists with the preparation of food as directed;
2. Assists with the serving of meals;
3. Sets, clears and cleans dining tables;
4. Participates in cleaning and sanitizing kitchen work areas, kitchen equipment, dishes, utensils, pots and pans;
5. Cleans dining room, kitchen, storage areas and/or rest rooms and keeps areas hazard-free;
6. Unpacks and stores food and non-food supplies;
7. Follows safety instructions in the lifting, pushing, transferring and use of food, equipment and cleaning supplies;
8. May assist with the preparation and cooking of a variety of foods and beverages such as sandwiches, soups, vegetables, salads, or coffee using proper safety precautions and sanitary measures;

9. When assigned to Office for the Aging, assists with packing food items for home-delivered meals;
10. When assigned to Office for the Aging, assists with all necessary duties in the absence of the Cook I and/or Assistant Cook I;
11. When assigned to Office for the Aging, may transport food/supplies via County vehicle for Senior Dining Program.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL**

**CHARACTERISTICS:** Working knowledge of the proper care of tableware, glassware, silver and kitchen equipment; working knowledge of modern cleaning methods and use of cleaning supplies and appliances; ability to follow simple oral and written directions; ability to follow safety procedures when handling chemical cleaning supplies; ability to follow safe food handling techniques and maintain sanitary standards; ability to bend, lift and carry 50 pounds; ability to function as part of a production team; good personal hygiene; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** None are required.

**SPECIAL REQUIREMENT WHEN ASSIGNED TO THE OFFICE FOR THE AGING:** Possess and maintain a valid driver's license, if required to operate a motor vehicle in the performance of job tasks.