

**COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION**

CLASS TITLE: FOOD SERVICE HELPER

TITLE #: 1305

DISTINGUISHING FEATURES OF THE CLASS: This is simple routine manual work performed under immediate supervision in connection with the preparing and serving of food in a school cafeteria or other institution and involves the cleaning of kitchen equipment, silver and dishes. Does related work as required.

TYPICAL WORK ACTIVITIES:

Sets up and clears off dining tables; changes table linen;

Prepares food trays and delivers to various assigned areas of the institution;

Serves meals;

Fills sugar bowls, salt and pepper shakers, napkin containers, relish trays;

Cleans and cuts vegetables; cuts baked goods; butters bread; makes sandwiches;

Polishes silverware, cleans trays, dining room tables and chairs;

Cleans dish and linen closets;

Cleans dining room;

Cleans utensils and equipment;

Washes dishes;

Assists with preparation of food as directed;

Unpacks and stores food;

May act as cashier;

May maintain records as directed;

May arrange and post informational material received from outside agencies;

May perform school monitoring or custodial duties on a substitute basis.

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CLASS TITLE: FOOD SERVICE HELPER (continued)

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WHEN ASSIGNED TO WARWICK VALLEY CENTRAL SCHOOL DISTRICT:

May be required to drive a vehicle to pick up recyclable items from schools in the District for delivery to a central location.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of the proper methods of serving food and of the care of tableware, glassware, silver and kitchen equipment; working knowledge of modern cleaning methods and the use of cleaning supplies and appliances; ability to follow simple oral and written directions; physical strength and stamina; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None are required.

SPECIAL REQUIREMENT WHEN ASSIGNED TO THE WARWICK VALLEY CENTRAL SCHOOL DISTRICT: May be required to possess and maintain a valid driver's license.

SPECIAL REQUIREMENT WHEN ASSIGNED TO THE VILLAGE OF KIRYAS JOEL: Must possess the ability to speak Yiddish.

JURISDICTIONAL CLASSIFICATION: Labor

REVISED: 05/29/14