

**SUPPORT STAFF POSITIONS  
(FOOD SERVICE PERSONNEL/SALAD PERSON)**

**QUALIFICATIONS**

1. Can read and understand recipes and menus.
2. Can prepare proper amounts of food for estimated meals with various portion sizes.
3. Can correctly assemble, operate, disassemble, and clean all food service equipment needed to perform duties.
4. Be in good health and physically able to perform duties.
5. Successfully completes two years of certification school within three years of employment at this position. This applies to persons hired for this position after July 1, 1981.

**RESPONSIBILITIES**

1. Implements and understands portion control.
  2. Accurately counts and figures proper servings and total amount of food to prepare and amounts to send out.
  3. Records all food used, listing purchased and commodities food separately.
  4. Prepares appetizing and tasty food.
  5. Keeps work area and equipment clean.
  6. Is aware of new food trends and preparation methods.
  7. Communicates with manager, faculty, staff, and students. Cooperates with fellow workers.
  8. Follows state and local health regulations.
  9. Has basic knowledge of equipment operation and maintenance.
  10. Follows the policy handbook as published by the school district.
  11. Assumes other duties that may be assigned.
  12. Understands and follows proper handling and storage of food.
- \* Salad person is directly supervised by manager.