



**TITLE:** Cafeteria Assistant (Part-time)

**REPORTS TO:** Chief Executive Officer

**SCOPE:** Assist with the serving and cleanup of the school lunch program. Create an environment that produces a satisfying school experience as well as a professional image of the school while providing a well-balanced student lunch program.

**PRIMARY RESPONSIBILITIES:**

- Assist and participate in the operation and cleanup of all cafeteria-related areas.
- Maintain and practice required standards of cleanliness and sanitation.
- Become knowledgeable of the overall operation to insure continuity and consistency of service in the event of personnel absence.
- Interact with students and staff in a courteous and positive manner.
- Actively participate in activities designed to improve the school lunch program.
- Keep current with state-of-the-art food service operations, nutrition standards, school lunch programs, and services.
- Assist Instructional Assistants to move students through the lunch periods.
- Supervise the cafeteria during student lunch periods.

**EDUCATION, CERTIFICATION, WORK RELATED EXPERIENCES:**

High School Diploma or equivalent

Knowledge of food service operation with an understanding of nutrition, sanitation, and food safety

**PHYSICAL DEMANDS:**

Ability to reach above and below the waist.

Ability to use fingers to pick, feel and grasp objects.

Ability to lift and/or carry supplies, and/or papers weighing no more than 50 lbs. Ability to stand, with some walking, sitting, or moving throughout the school.

Ability to clean cafeteria floors and tables during the operation of the lunch program.

**SENSORY ABILITIES:**

Visual and auditory acuity

**WORK ENVIRONMENT:**

Typical food service environment

Subject to inside environmental conditions

**TEMPERAMENT:**

Must possess excellent interpersonal skills.

Must be able to work in an environment with frequent interruptions. Able to make judgments and work under high level of stress.

**COGNITIVE ABILITY:**

Ability to communicate effectively

Ability to organize tasks

Ability to handle multiple tasks

Ability to exercise sound judgment

**SPECIFIC SKILLS:**

Must possess computer skills

Must demonstrate the ability to operate various pieces of office equipment

Approved: August 28, 2017

*York Academy Regional Charter School is an Equal Opportunity Employer. ADA requires the York Academy Regional Charter School to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.*