

South Fayette Township School District

3700 Old Oakdale Road
McDonald, Pennsylvania 15057

Title: Middle School Cafeteria Worker - General Worker

Section: Deli Station/Bagel

Qualifications:

1. High School Diploma or GED Equivalent
2. Works well with children and other staff
3. Available for at 4 hrs each school day
4. Must have reliable transportation to work
5. Must be able to lift up to and including 35 pounds
6. Must be able to perform repetitious work duties
7. Must be able to stand for the entire scheduled shift
8. Must participate in Material Data Safety Sheet training as part of OSHA practices.
9. Must have knowledge of food cost and portion control for food items in Deli station.
10. Must follow all Allegheny County Health Department guidelines for safety and sanitation
11. Must be HIPAA Compliant Must follow HACCP guidelines
12. Must know all food components for Type A National School Lunch Program – Traditional Meal Pattern.
13. Must follow South Fayette School District Standard Operating Procedures to ensure safety and sanitation.

Reports to: Food Service Director

Job Goal: To expeditiously prepare and serve food for the “Deli Line” while maintaining the highest standards of quality and food safety practices to our customers. To display knowledge of food cost and portion control. Most importantly, always serve the customers and staff with kindness, courtesy and professionalism.

Performance Responsibilities

1. Check in with Kitchen Leader
2. Wash hands and follow all SOPs for guidelines
3. Upon check in- **set up station quickly** - (should be replenished from day prior) (9:45-10AM)
4. **Heavy- Pan Food items. If no panning go to sink: Starting at 10:00AM – 11:00AM**
5. **Wrap bagels needed. Display butter/jelly**
6. **Assist with snack cart** if needed.
7. **Slice Meats as needed** - the Leader/Prep Personnel will train on the slicer
8. Make sandwiches for students based on the recipe or sandwiches for special events as needed.
9. Create sandwich products as per guidelines set by FSD.
10. Maintain recipe cards at all time in Deli area. Maintain daily production sheet for leader
11. Maintain all production sheets, compiling with POS daily activity sheet.
12. Make specialty salads, tuna, chicken etc (follow recipe and HACCP)
13. Make sandwich for staff if needed Post signs and have leaders make announcements. Assist cook in cleaning slicer, read slicer manual. Clean the slicer and reassemble using safety standards & procedures as per the manual.
14. Slice meat/cheeses as needed.
15. **Assist with wiping tables in between lunches/ and assist with Pots & Pans.**
16. Phone **in bread order** for daily usage, maintaining proper food cost and portion control. Phone #
17. **Offer lettuce, tomato**, mayonnaise, mustard to accompany sandwiches. Keep count for production record. Bulk counting.
18. Keep count of condiments for sandwiches on Production Sheet.
19. Set up all of the items on the “Deli Line” for a complete service
20. Set all of the bread for meal service. No bread tie permitted in the sandwich sections. Bread must be opened in the main kitchen area and bread ties need to be counted and discarded.
21. **Disinfect and sanitize the Ice Machine every quarter.** Post sanitation chart on machine
22. Clean in between and at the end of meal service, always keep things neat and clean
23. Always check temperatures and document where necessary
24. Put away all of the deli items (meats, etc...)& record usage on production sheets
25. Set up and stock for the next service day, always rotating stock. FIFO system.
26. Follow all sanitation and safety requirements according to Allegheny County Health Department.
27. Perform any and all duties assigned by Food Service Director
28. **If opened, Set up Bagel Station, Tear down Bagel Station** – prep all food needed for bagel station
29. **Replenish pans for next school day.**

08/02/2023

Terms of Employment:

Approximately four (4) hours per day (Monday-Friday 9:45 AM–1:45 PM) / 5 days a week of the 183 student days of school

Rate—\$12.61 per hour for the probationary period of 60 working days; followed by the regular rate of \$15.76 per hour after successful completion of the probationary period

Evaluation: Food Service Director will evaluate performance of this job.