



Substitute Food Service Worker Job Description

An ESS substitute food service worker plays an integral role in preparing and delivering meals to students in a clean, safe, and healthy environment.

Key Responsibilities

- Perform all duties assigned by the head cook/school administration in the selection, preparation, and serving of food
- Set up and merchandise food and food service areas
- Serve appropriate quantities of food items to meet federal and school guidelines
- Serve children with a positive attitude
- Report any equipment needing repair to the food service manager
- Report accidents to the food service manager immediately
- Maintain a clean and safe food service environment; perform sanitation duties to ensure that all equipment is thoroughly cleaned according to state regulations
- Assist with the accurate keeping of records and ordering of supplies
- Store, utilize, and dispose of food and supplies following federal, state, local, and district regulations
- Some employees may be asked to run a cash register
- Perform other duties as directed by the school administration or ESS

Knowledge & Skills

- Follow oral and written directions
- Work cohesively with peers, supervisors, school personnel, and students
- Apply and maintain standards of cleanliness, sanitation, and hygiene
- Operate kitchen equipment such as stoves, ovens, mixers, etc.; and use safe food handling practices to ensure the safety of students
- Work with frequent interruptions
- Maintain a high level of ethical behavior and confidentiality when dealing with student, staff and/or parent information

Special Requirements

- Candidate must attend an orientation/training session and complete required district and state credentialing requirements (Background check, Fingerprinting)

Physical Requirements

- Frequent sitting, walking, standing, stooping, and lifting up to approximately 50 pounds; other physical activities may be required
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels
- Visual acuity is required for preparing and analyzing written or computer data, determining the accuracy and thoroughness of work, and observing general surroundings and activities
- Ability to occasionally work in conditions below 32 degrees
- Daily personal and close contact with children
- Regular contact with other staff members and building administrator(s) is required on assigned days as a substitute

Advantages of Being an ESS Substitute Food Service Worker

- Flexible Hours - Choose the days and locations where you want to substitute; work up to 5 days per week
- Health Benefits - Receive a variety of insurance options including medical, dental, vision, life, disability, critical illness, and accident
- Weekly Pay & 401(k) - Gain fast access to your hard-earned wages and take advantage of the retirement through our tax-advantaged 401(k) plan
- Training - Participate in our interactive training course and accessible online modules ensure you are well-prepared
- Employee Programs - Enjoy our monthly raffles, Employee of the Month program, referral program, and employee discount program

ESS is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.