

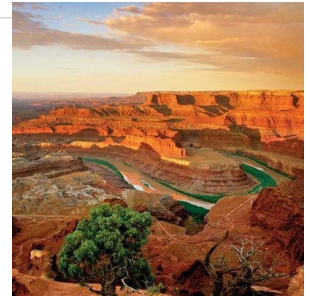
July 30, 2019

## GRAND COUNTY SCHOOL DISTRICT

### Assistant Kitchen Manager

#### Middle School

Full Time with Benefits



Grand County School District currently has an Assistant Kitchen Manager position open for the 2019-2020 school year.

#### **JOB SUMMARY:**

Will work under the direction of the CNP Supervisor and Kitchen Manager to ensure the smooth and efficient operation of the school kitchen for the ultimate health, comfort, and benefit of the students. To ensure an atmosphere of efficiency, cleanliness, and friendliness in which students may be served nutritious meals.

#### **ESSENTIAL FUNCTIONS:**

Helps plans and direct the preparation and serving of all food in the cafeteria. Determines the quantities of each food to be prepared daily. Determines the size of serving to meet the necessary requirements with regard to the ages of those served.

Participates in the preparation and serving of food.

Assists the Kitchen Manager to assign, direct, plan and supervise the work of kitchen employees. Will also assist in supervising and instructing in the safe, proper, and efficient use of all kitchen equipment. Instructs new employees in performing their assigned tasks.

Keeps employee time records. Plans work schedules, and arranges for substitutes when required. Evaluates the performance of all kitchen employees. Confers with the Kitchen Manager and CNP Director regarding any personnel problems.

Reports immediately to the Kitchen Manager or CNP Director any problem or accident occurring in the kitchen or cafeteria premises.

Assists in the supervision and participates in the daily cleaning of kitchen, serving, storage, and dining areas, all kitchen equipment, and the washing and sterilizing of all dishes, silverware, and utensils. Maintains the highest standards of safety and cleanliness in the kitchen.

Directs sanitation procedures. Inspects the kitchen, cooking and mixing utensils, and employees for cleanliness and sanitary purposes.

Assist in the responsibility for checking that all equipment in the kitchen area is in safe, working condition, and notifies the proper authority when repairs or replacements are needed.

Must be able to lift and carry 50 lbs.

#### **MARGINAL FUNCTIONS:**

Other duties as assigned.

**PHYSICAL REQUIREMENTS Not limited to the following:**

Physical ability to perform the above listed essential functions with or without reasonable accommodation.

Physical, mental, and emotional requirements will be developed when needed for purposes of reasonable accommodation.

Must be able to lift 50 lbs.

**Required Knowledge, Skills & Abilities Necessary to Performance of Essential Functions:**

No specific education requirement, but must demonstrate ability to read and write English at a level required for successful job performance.

Hold and maintain a Food Handlers Permit.

Demonstrate competence for assigned responsibilities.

Able to follow oral/written instructions.

**Desirable Knowledge & Abilities:**

Previous experience in public school cafeteria.

Knowledge of safe food preparation techniques.

**Salary: According to GCSD Salary Schedules**

**Submit application to:**

**Grand County School District 264 South 400 East  
Moab, UT 84532**

**Deadline: Open until filled**

If Interested contact Ashley Bunton at 435-259-5317

[buntona@grandschools.org](mailto:buntona@grandschools.org)