

Corning Union Elementary School District
Job Description

JOB TITLE: CAFETERIA HELPER

Salary Range:	14 (effective 7/1/2026)	Department:	Cafeteria
Reports To:	Food Service Supervisor	Approved By:	Board of Trustees October 11, 2017

POSITION SUMMARY:

Under the immediate supervision of the Food Service Supervisor, performs a wide variety of tasks related to food preparation, serving, and kitchen cleanup.

ESSENTIAL FUNCTIONS:

Assists in preparing and serving food.

Promotes a positive school climate by maintaining a positive and friendly attitude with students, staff, parents, and members of the public.

Cleans and stores kitchen equipment and food supplies in a safe and sanitary manner.

Performs cashiering duties, receives money, makes change, collects meal tickets.

Washes and sanitizes dishes and cafeteria equipment as regulated by State and Federal regulations.

OTHER RESPONSIBILITIES (NONESSENTIAL FUNCTIONS):

Assists in menu preparation and helps maintain inventory.

Other related duties as assigned.

PERSONAL QUALITIES:

Appearance, grooming, and dress must be functional and appropriate for working in a school nutrition program, as well as setting a good example for students.

Per professional guidelines and standards, must be willing to wear a hairnet, apron, proper foot attire, and other items required in a school kitchen to ensure employee safety and a sanitary environment at all times.

Ability to work productively alone, in small and/or large groups with people of all ages, and the ability to deal with conflict constructively.

Must have personality to maintain human relationships required by a public service agency, and be able to exercise discretion, tact, and confidentiality when meeting and

working with staff, parents, and the public.

QUALIFICATIONS/EDUCATION:

High school diploma or equivalent desirable.

Ability to speak, read, write, and communicate effectively in English.

Must have personality to maintain human relationships demanded in a public service agency.

Ability to lift up to 40 pounds.

Must possess a valid California driver's license.

Ability to follow oral and written directions.

Willingness to attend classes, workshops, etc., to be in compliance with Federal and State professional standards and requirements.

Must possess and maintain legally required certification for school nutrition food handlers (ServSafe, etc.).

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Physical aspects that this position classification must perform in carrying out essential job functions are as follows:

Persons performing service in this position classification will sometimes exert up to 50 pounds of force to lift, carry, push, pull, or otherwise move objects (must have assistance for anything over 50 pounds).

Involves constant movement within the work area and will involve walking or standing for extended periods. Requires manual dexterity to operate a variety of kitchen equipment.

Employee may be exposed to wet and/or humid conditions as well as heat and cold. The noise level is typically loud.

Employees may be exposed to fumes, airborne particles, and caustic chemicals.