

## **FOOD SERVICE WORKER Class 3B (Part-Time Dishwasher)**

**LOCATION:** Waupaca High School

**STARTING DATE:** September 1, 2023

**NUMBER OF OPENINGS:** Two (2)

**WAGE:** District Wage Schedule

### **QUALIFICATIONS:**

1. Minimum high school diploma or equivalent.
2. Previous food service experience preferred.
3. Serve Safe Certificate.
4. Ability to lift 15-65 pounds, withstand a wide range of temperatures, stand and walk on hard floors 90% of the time, and be able to work with chemical agents.
5. Ability to work with various school personnel, students, and the public.
6. Ability to perform math computations, communicate effectively, and keep accurate records.
7. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**REPORTS TO:** Food Service Director

**JOB GOALS:** To ensure the smooth and efficient operation of the Food Service Department for the ultimate health, comfort, and benefit of the students and staff.

### **PERFORMANCE RESPONSIBILITIES:**

1. Follows approved cleaning and safety practices to ensure that sanitary and safe conditions are maintained. Assists in the completion of the Monthly Cleaning Duty Schedule.
2. Follows Food Safety Standards when preparing menu items; follows standardized recipes to maintain food quality, taste and appearance within the scheduled time frame.
3. Completes required records as assigned within their job.
4. Assists in ordering appropriate amounts of food and supplies, stores, and uses supplies appropriately.
5. Maintains equipment used in a clean working condition. Reports requests for equipment repairs or replacement.
6. Maintains the required hours of professional standards for School Nutrition Professionals.
7. Follows District and Department Policies and Procedures and daily work schedule.
8. Demonstrates knowledge of USDA regulations. Follows the Meal Pattern requirements.
9. Ability to communicate effectively with the supervisors any problems or concerns.
10. Performs other tasks and assumes other responsibilities within the overall scope of the position which the Director or Supervisor may assign.

**WORK SCHEDULE:** The work day shall be established by the Director but shall not exceed 4 hours per day, unless other arrangements are approved by the District Administrator.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Support Services Personnel.

**APPLICATION PROCESS:**

Anyone interested in applying for this position must complete a School District of Waupaca Support Staff Application which is available at the District Office or on the District's Website: [https://www.waupaca.k12.wi.us/cms\\_files/resources/Support%20Staff%20Application.pdf](https://www.waupaca.k12.wi.us/cms_files/resources/Support%20Staff%20Application.pdf)

Submit completed application, resume, and letters of recommendation, if available, to:

School District of Waupaca  
ATTN: Human Resources  
E2325 King Road  
Waupaca, WI 54981

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To learn more about the School District of Waupaca, please visit the Employment Opportunities section of our website: <https://www.waupaca.k12.wi.us/district/employment-opportunities.cfm>