

LEAD III NUTRITION SERVICES - CENTRAL KITCHEN

DEFINITION:

Under the supervision of the Supervisor – Nutrition Service Operations, plans, organizes, leads and participates in the preparation and packaging of food; oversees the operation of the Central Kitchen in the Supervisor's absence; trains and provides work direction to assigned personnel; performs related work as

- Proper lifting techniques.
- Record-keeping and report preparation techniques
- Interpersonal skills using tact, patience and courtesy.
- Principles of training and providing work direction.
- State and Federal regulations governing child nutrition

programs

Ability to:

- Estimate quantities needed and to order correct amounts for economical food service.
- Prepare, cook and bake a wide variety of food in large quantities.
- Lift moderately heavy items and stand for sustained periods of time.
- Work efficiently during rush conditions.
- Supervise kitchen operations during the absence of the Supervisor.
- Understand and carry out oral and written instructions.
- Use the computer to communicate with sites, access information and place orders.
- Communicate effectively both orally and in writing.
- Maintain cooperative relationships.
- Operate standard kitchen equipment safely and efficiently.
- Follow and assure compliance with health and sanitation requirements.
- Meet schedules and time-lines.
- Work independently with little direction.
- Add, subtract, multiply and divide quickly and accurately.
- Maintain records and prepare reports, including temperature logs and inventory.
- Operate a variety of office equipment, including a computer and assigned software

EDUCATION/EXPERIENCE:

Any combination equivalent to: graduation from high school and five years increasingly responsible food service experience.

LICENSES AND OTHER REQUIREMENTS:

- Incumbents are required to adhere to the annual minimum required training hours for School Nutrition Staff per the USDA Guide to Professional Standards for School Nutritional Programs.
- Hold and maintain current ServSafe certificate or equivalent (California Retail Food Code).

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