

**Twin Cities German Immersion School
Position Description**

Position: Food Service Associate

FTE: .5 FTE (4-5hours per day); 9 mo. (student contact days); 9:30:am - 2:30pm

Salary: \$13.50 per hour

Job Summary:

Provide meal service to students under the supervision of the lunch coordinators; participate in lunch preparation, clean-up, and service.

Essential functions of the job include the following:

- Create and maintain a positive, organized, and healthy lunch environment for students.
- Maintain compliance with state lunch program regulations.
- Maintain State temperature and chemical log as required for food service establishments.
- Prepare, maintain and serve food to TCGIS students and Faculty according to food safety regulations (HACCP).
- Set up lunchroom for daily meal service, including arranging and cleaning cafeteria tables, placing ancillary tables and service items out for meals, and preparing cleaning materials for supervisors.
- Communicate with lunch supervisors for proper student behavior
- May provide students with assistance in dealing with issues such as personal hygiene
- Perform cleaning and maintenance duties associated with the lunch service
- Other duties as necessary or assigned by the lunch coordinator

Skills and Abilities:

- Must be at least 18 years of age to apply.
- Ability to to understand and follow detailed written instructions precisely, without direct supervision.
- Ability to stay focused and perform repetitive tasks.
- Ability to serve food upholding health, sanitary and safety regulations, including food quality inspection and presentation, maintaining temperatures, and providing appropriate serving sizes.
- Must be able to occasionally push, pull, climb, balance, stoop, kneel, crouch, and perform repetitive movements for up to 4 hours at a time. Must be able to lift up to 50lbs.
- Must be able to interact in a professional manner with TCGIS Students in accordance with current discipline practices and theories (PBIS).

- Must exhibit consistent punctuality, dependability, and ability to work independently.
- Must maintain absolute confidentiality of work-related issues, records and information.

Preferred Qualifications:

- Knowledge of state reporting and compliance requirements helpful, if not will be trained.
- Food Manager Certification preferred

To apply for this position, send a current resume and a letter of interest to employment@tcgis.org