

CLARK COUNTY SCHOOL DISTRICT

CLASSIFICATION TITLE: Central Kitchen Steward

CLASS CODE: 8039

PAY GRADE: 43

GENERAL DESCRIPTION OF DUTIES

Under direct supervision, the purpose of the position is to supply food to the food packing line in the central kitchen. Position may be assigned to a broad array of generalized kitchen support functions including general custodial tasks of the assigned area and equipment. Performs related work as directed.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

Retrieves and supplies food to the food packing line, and various food packing areas.

Places packaged food in coolers and/or freezers for storage; transfers food and kitchen supplies as directed.

Assists kitchen personnel in handling, moving and stacking of heavy crates or boxes; moves and adjusts tables, food racks, dollies and various support equipment; operates a pallet truck to transfer food and supplies.

Cleans, disinfects, and provides for the general upkeep of kitchen facilities, e.g., food preparation surfaces, utensils and work area; kitchen equipment, machinery and appliances; dishes and cooking containers; drinking fountains and drains.

Services soap dispensers, towel boxes, and similar containers; replaces paper and soap supplies.

Empties and sanitizes trash containers and other receptacles; lines all trash containers with plastic trash bags.

Sanitizes and cleans floors and walls, e.g., sweeps, mops, washes and scrubs.

Sanitizes and maintains lavatories, e.g., cleans toilets, sinks and fixtures; washes and scrubs walls; replaces paper supplies and soap in restrooms.

Utilizes various cleaning agents, mixing according to label instructions, and using in accordance with prescribed safety precautions and directions.

Utilizes various custodial and general maintenance equipment, i.e., mops, brooms, buffers, power sweepers, pressure washer, dish washing machine.

Adheres to all applicable Federal laws, school board policies, and food service safety directives.

Performs related duties as assigned.

KNOWLEDGE SKILLS AND ABILITIES

Ability to understand and follow written and oral instructions.
Ability to read and write; ability to perform basic math.
Knowledge of basic food provisioning and storage procedures.
Ability to safely operate all food service kitchen equipment.
General knowledge of, and ability to utilize materials, methods and equipment used in custodial work.
Ability to utilize various cleaning agents, mixing according to label instructions, and using in accordance with prescribed safety precautions and directions
Ability to operate a pallet truck.
Ability to establish and maintain effective working relationships with management, other employees and students.
Ability to work independently to carry out assignments to completion.
Ability to perform duties with a professional and cooperative work ethic.
Ability to climb, reach, bend, stoop, kneel, sit and stand for long periods of time; walk; lift up to 50 pounds.
Ability to maintain high standards of personal hygiene, appearance, cleanliness, sanitation, and safety.
Ability to work flexible hours and shifts.
Knowledge of basic School District work policies and guidelines; knowledge of departmental practices and procedures.

EXAMPLES OF ASSIGNED WORK AREAS.

Clark County School District, e.g., central Kitchen, school kitchens, restrooms, locker rooms, corridors, cafeterias, offices, building perimeter.

Strength: Medium/Heavy-Exert force 5-100 lbs occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly. May involve significant standing, walking, pushing, and pulling.

Physical Demands: Frequent standing, stooping, reaching, handling fingering, talking, and hearing. Vision: Occasional near and far acuity, depth perception, and color vision.

Environmental Conditions: Mostly in climate controlled kitchen setting. Exposure to noise levels ranging from light to moderate.

MINIMUM TRAINING, EXPERIENCE, AND DOCUMENTS REQUIRED AT TIME OF APPLICATION (BOLD)

High school diploma, GED or equivalent; supplemented by six (6) months experience in entry level food services and custodial work; or an equivalent combination of education, training, and experience. Must obtain and maintain a **Clark County Health District Food Handlers Card** for the duration of this assignment.

Clark County School District is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Clark County School District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

07/01/05

(Revised: 07/28/05, 08/09/05)