

**Hernando County School Board
Florida**

FLSA: Non-Exempt, Union

FOOD AND NUTRITION ASSISTANT III

Required Qualifications:

- High school diploma or General Education Diploma (GED)
- Three (3) years of experience in Hernando County Food and Nutrition Services Department *(with satisfactory evaluations during those years and no disciplinary action pending)*
- Current Level 1 certification from the National School Nutrition Association
- Current membership in Hernando County School Nutrition Association and Florida School Nutrition Association and the National School Nutrition Association
- Sanitation and Safety (ServSafe) Certificate
- Meets proficiencies demonstrating knowledge of Point-of-Sale system (Proficiency Worksheet signed and dated)
- Meets proficiencies demonstrating knowledge in use of WinSnap system (Proficiency Worksheet signed and dated)
- Meets proficiencies demonstrating proper use and knowledge of production records (Proficiency Worksheet signed and dated)
- Meets proficiencies demonstrating knowledge of all workstations within Food Service Department at site (Proficiency Worksheet signed and dated)
- Meets proficiencies demonstrating knowledge of inventory, ordering and receiving (Proficiency Worksheet signed and dated)
- Must be able to lift as required by this position
- Customer service oriented
- Have the ability to produce satisfactory meals in accordance with pre-planned menus
- Have the ability to work in harmony with students, teachers and co-workers
- Must exhibit quickness of motion
- Ability to work at an appropriate pace and in a sustained manner
- Ability to relate to students
- Must possess a valid Florida driver's license

Performance Responsibilities:

- Prepare food according to standardized recipes, manufacturer instruction and production records
- Serve customers in a friendly and helpful manner as school related activities require
- Observe all safety/HACCP requirements and policies
- Perform cleaning related kitchen duties as required, which may include such as care for and clean equipment, kitchen facilities, bathrooms, storerooms, laundry rooms, vans, dock area, freezers and coolers
- Attend training as required
- Perform other duties as assigned by the assigned Food and Nutrition Services manager and/or designee

Reports to:

Reports directly to the assigned Food and Nutrition Services manager and/or designee

Evaluation:

Annual evaluation done by the assigned Food and Nutrition Services manager and/or administrative designee

Terms of Employment:

10-month employment

Salary:

Salary based upon approved salary schedule - Noninstructional Level K

Job Code:

76023

Board Approved: 07/25/06

Revised: 01/20/09, 05/17/11, 09/06/11, 06/28/22, 10/10/23, 11/14/23