



Kitchen Assistant
Position Description

Qualifications: Knowledge of food and the appropriate handling of food are necessary. Compliance regarding sanitation as well as nutritional and state health guidelines is required.

Responsibilities include but are not limited to:

- Cleaning all dining areas, dishes and utensils after meals
- Sweeping and mopping kitchen floors in the kitchen and dining areas
- Setting up the morning and afternoon snacks according to the planned menu
- Serving the luncheon meals to all the children at the Center
- Cleaning floors, walls, and counters in dish room area
- Cleaning the interior and exterior of walk-in cooler/refrigerator on a weekly basis
- Launder towels, wash clothes and necessary linen
- Participate in recommended training programs, conferences, courses and other aspects of related professional development
- The expectation of the Guild of St. Agnes is that all employees will uphold the professional reputation of the Agency.
- Scheduled work hours may vary and are subject to change.

This position is a non-exempt position.

I have read and understand this job description:

Name (Printed)

Signature

Date

July 2005