

CITY OF BURBANK

FOOD SERVICES AIDE

DEFINITION

Under supervision, to do routine kitchen work; and do related work as required.

ESSENTIAL FUNCTIONS

Assists food service preparation and clean-up; assists in transporting food to senior nutrition sites; receives and stores supplies; prepares and serves food; sets-up tables and chairs; prepares and cleans tables for meal service; washes dishes; assists in clean-up work after meal service; maintains logs and related records for volunteer hours; may drive vehicle to deliver food and meals to nutrition site and to participants in the home delivery food service program; may open and close nutrition site.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - food preparation and food service.
- Ability to - keep records; understand and follow oral instructions; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Special Conditions & Requirements: Physical capability to perform required duties.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment.

SUPPLEMENTAL INFORMATION

None.