



Position/Title	Food Service Worker/Cashier 10 - 15 hours per week
Department	Food Services Department
Reports To	Food Service Manager
Overall Responsibility	The Food Service Worker/Cashier is primarily responsible for assisting in the preparation, packaging and selling of school meals. Promoting a positive attitude and teamwork in the school commons area is also necessary in providing a pleasant environment for students and co-workers alike.
Key Tasks and Responsibilities	<ul style="list-style-type: none">◆ Prepare cooler foods in proper proportions as requested.◆ Stock and restock chips, candy and cooler foods as needed.◆ Provide friendly, accurate cashiering to students, faculty and visitors of Edgewood High School.◆ Maintain high standards of sanitation at all times.◆ Provide accurate cash register information and counting of cash drawers at the end of each day.◆ Maintain high standards of sanitation at all times.◆ Assist with food preparation for meetings and/or school events as needed.◆ Assist in the Food Services Department as needed.
Skills, Knowledge and Abilities	<ul style="list-style-type: none">◆ Knowledge of basic mathematical concepts and the ability to count money accurately.◆ Ability to communicate effectively with all constituents of the Edgewood community.◆ Ability to read, follow directions and maintain records.◆ Ability walk, lift up to 50 pounds, climb, bend, reach and kneel.◆ Ability to operate various commercial kitchen equipment.◆ Knowledge of food safety and proper sanitation procedures.◆ Ability to work non-traditional work times, such as evenings and weekends, dependent on the schools needs.

Qualifications/Experience	<ul style="list-style-type: none"> ◆ High school diploma ◆ Previous Cash Handling Experience required. ◆ Previous experience working with high school students preferred. <p style="text-align: center;">Edgewood High School is an Equal Opportunity Employer.</p>
----------------------------------	---

Mission Statement

Edgewood is a Catholic high school that educates the whole student for a life of learning, service and personal responsibility through a rigorous academic curriculum that embraces the Sinsinawa Dominican values of Truth, Compassion, Justice, Community and Partnership.

I have read the above job description and Mission Statement for Edgewood High School and have been given an opportunity to ask questions about the position's essential job functions. In compliance with the Americans with Disabilities Act, Edgewood High School will provide reasonable accommodations to perform essential job functions, where feasible and appropriate.

I would have difficulty performing one or more of the essential job functions for this position.

Yes

No

If yes, which functions? _____

Signature: _____

Date: _____

Department Head: _____

Date: _____