Georgia State University

Job Specification

Job Title: Food Service Worker II

BCAT Code: 093X39
BCAT Code: 093X53 (10 month position) Effective Date: June 1, 2011
Pay Grade: G06  FLSA Status: Non-Exempt Revision Date: July 1, 2013

General Description
Prepares large quantities of quality food following standardized recipes under the general direction of the Chef or Sous Chef.

Examples of Duties
- Supervises personnel in the maintenance of all kitchen areas.
- Monitors, controls, and records food products and the amount of food being discarded.
- Utilizes a waste management system to assist in monitoring and reducing pre-consumer food waste.
- Adheres to the confidentiality policy regarding the sharing or sale of Dining Hall recipes.
- Keeps the dishes, work areas, and food storage areas clean and sanitized.
- Practices safe food handling and cleans up at all times.
- Ensures that all quality control, health and safety requirements are met in accordance with federal, state, and local standards.
- Adheres to set guidelines and time schedules.
- Maintains the kitchen food supplies, proper rotation, and uses correct labeling practices.
- Represents and promotes the interests and mission of Auxiliary and Support Services in various meetings.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities
- Knowledge of commonly used kitchen concepts, practices, and procedures.
- Basic knowledge and understanding of customer service and food services operations.
- Excellent customer service and positive working skills.
- Effective time management and organizational skills.
- Ability to lift at least 50lbs.

Minimum GSU Hiring Standards
High school diploma or GED.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.