

DESERT COMMUNITY COLLEGE DISTRICT

CHILD DEVELOPMENT FOOD SERVICE TECHNICIAN

BASIC FUNCTION

Under the direction of the Coordinator-Child Development Center, plan and prepare well-balanced meals and snacks for children of the Child Development Center; operate and maintain kitchen, supplies and equipment in a clean and sanitary condition; prepare food inventory and order supplies and equipment; calculate and maintain food preparation and proportion records; assure compliance with federal and State Child Nutrition guidelines.

REPRESENTATIVE DUTIES

Plan menus according to California Child Food Program specifications on content, including calories, fats, sugars, weight and food groups to provide balanced meals; develop and post weekly menus on parent bulletin boards. *E*

Determine recipes to be used; interpret and convert standardized recipes; measure, calculate, weigh and prepare ingredients for cooking and baking; adjust quantities as necessary. *E*

Prepare breakfast, lunch and snack items from menu; prepare ingredients for cooking and baking and adjust quantities as necessary; cook and bake food for service including meats, vegetables, salads, fruit, breads and desserts; assure proper temperature requirements are maintained; prepare food for special events as assigned. *E*

Sanitize and maintain utensils, serving areas and equipment; clean and inspect oven vents, floors, sinks, dishwasher, carts, refrigeration and freezers; store left over food; assure proper operation and perform minor maintenance on equipment as necessary. *E*

Set up serving carts with utensils and food according to number of children served; deliver carts to classrooms; post food amounts on food carts; serve food to children, students and staff as assigned. *E*

Perform complex food content and production calculations and record-keeping responsibilities, including food items prepared, liquids, weights, amounts and meals served; assure compliance with federal, State and District guidelines. *E*

Maintain food inventory and storage; conduct physical inventory of supplies and food; order food supplies and milk; count and verify deliveries for compliance with orders; check for damaged and spoiled products and report as necessary; rotate stock according to established procedures. *E*

Utilize and operate a variety of kitchen equipment and utensils, such as knives, slicers, mixers, graters, blenders and stoves; operate office equipment such as computers, calculators and others. *E*

Maintain daily morning attendance count and physical count of number of children served by age group; prepare daily menu production worksheets as required.

Assist Early Childhood Education lab students with cooking activities as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES

Knowledge of: Appropriate and correct methods for preparing, cooking, baking and serving food in large quantities; portion control techniques; menu planning and adjustment; care and safe use of basic kitchen utensils and commercial food preparation equipment; sanitation and safety requirements in food preparation; nutritional requirements of school-aged children; record-keeping techniques; basic computer operation; laws, rules and regulations related to assigned activities.

Ability to: Plan balanced menus that meet California Child Food Program guidelines, cook and bake skillfully to accommodate a children's meal program operation; read menus and recipes; compute food quantities, weights and content; assure that food items are prepared, served and stored properly; maintain complex records and recipe files; interpret and apply District, State and federal laws related to child development food programs; understand the food regulations in order to earn a Food Handler's Permit; operate mechanical equipment and utensils used in the kitchen; understand and follow oral and written directions; work independently with little direction; lift, carry, push or pull moderately heavy objects including food trays, carts, materials and supplies; stand or walk for extended periods of time; reach overhead, above the shoulders and horizontally; bend at the waist, kneel or crouch.

EDUCATION AND EXPERIENCE

Any combination equivalent to: graduation from high school and two years experience in cooking and baking in large quantities including record-keeping experience.

LICENSES AND OTHER REQUIREMENTS

Valid Food Handler's Certificate issued by the Riverside County Health Department; may be obtained within the first two weeks of employment.

WORKING CONDITIONS

Environment: Food service environment. Exposure to hot foods, equipment and metal objects.

EMPLOYMENT STATUS

Bargaining Unit Position

E=Essential Functions