
Food Services Associate**Position Reports To:** Director of Culinary Services**POSITION SUMMARY**

We are seeking a Food Services Associate at the CEB who will be responsible for maintaining a clean and orderly checkout area for up to 1200 students and staff. Our Food Services Associate will assure students receive USDA compliant meals, be able to accept small cash exchange, use a computerized point of sale station, and answer food service-related questions. The Food Services Associate must be organized, dependable, pleasant, and enjoy working with children in a fast-paced environment. In addition, s/he will participate in food preparation between meals under the direction of the school Chef. The Food Services Associate must be dedicated in making a commitment to conduct his/her work with determination, integrity, and purpose, embodying these key responsibilities. This is an entry level, hourly position with onsite parking provided.

PERSONAL TRAITS AND STRENGTHS

- Team player
- Flexible
- Client-service oriented

KEY ROLES AND RESPONSIBILITIES

- Collect and safely manage cash from daily meal transactions and a la carte purchases;
- Properly sort, count and wrap bills and coins;
- Operate a compliant Point of Sale (POS) service and POS computer system;
- Ability to set up cafeteria, condiment, milk and snack food stations;
- Conduct daily cleaning and sanitation of all servery and kitchen areas and equipment;
- Knowledgeable of USDA Meal Program regulations to assure meal compliance;
- Ability to educate children and staff of meal program requirements as necessary;
- Prep of salads and sandwiches, cup fresh fruits and vegetables per chef;
- Ability to calculate basic math including adding and subtraction;
- Ability to read production sheets, recipes, weigh and measure foods and properly package items;
- Serve food on tray line when needed;
- Prepare containers, food and meal counts for satellite site deliveries;
- Assist with inventory, dish room and receiving deliveries;
- Maintain a friendly demeanor with parents, students, teachers and administration;
- Maintain uniform appearance;
- Attend scheduled meetings and workshops

EDUCATION AND QUALIFICATIONS

- High School diploma or equivalent
- School food service experience a plus
- Ability to get and from work reliably
- Must pass criminal background check



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EQUAL EMPLOYMENT OPPORTUNITY

The CEB is an equal opportunity employer. We will extend equal opportunity to all individuals without regard to race, religion, color, sex, national origin, disability, age, genetic information, or any other status protected under applicable federal, state or local law. Our policy reflects and affirms the CEB's commitment to the principles of fair employment and the elimination of all discriminatory practices.

TO APPLY

Please email a cover letter and resume to Aryn Barreiro at abarreiro@cebde.org with the subject line "Food Services Associate."

