

## CHILD DEVELOPMENT CENTER FOOD SERVICES AIDE

### DEFINITION

Prepares and serves simple nutritious meals and snacks for children at a Child Development Center and maintains kitchen and serving areas in a clean and sanitary condition.

### TYPICAL DUTIES

Prepares and serves simple breakfasts, lunches, snacks, and drinks such as oatmeal, cereal, waffles, pancakes, muffins, sandwiches, pasta, frozen entrees, meat dishes, vegetables, fruits, milk, and juices in accordance with established menu requirements.  
Operates conventional kitchen appliances such as a stove, oven, microwave, toaster, mixer, food processor, and blender.  
Prepares, handles, and stores food in accordance with established health and safety regulations and practices.  
Washes, cleans, and stores kitchen equipment, dishes, utensils, and related items.  
Prepares monthly meal menus in accordance with established requirements.  
Maintains kitchen appliances and work and serving areas in a clean and sanitary manner.  
Receives food item deliveries, stocks items, and monitors supply levels.  
Tracks number of meals served.  
Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS

A **Child Development Center Food Services Aide** prepares and serves simple nutritious meals and snacks for children in a Child Development Center and maintains kitchen and serving areas in a clean sanitary condition.

### SUPERVISION

Immediate supervision is received from a Child Development Center Director. Functional supervision may be received from higher level Child Development Center staff. No supervision is exercised.

### CLASS QUALIFICATIONS

#### Knowledge of:

Proper methods of preparing, heating, and serving simple food items that are fresh, canned, dry, and/or frozen  
Use of conventional kitchen appliances and equipment  
Proper methods of food storage and handling

Ability to:

- Prepare, heat, and serve simple food items
- Operate conventional kitchen appliances and equipment safely and effectively
- Follow applicable health and sanitation requirements
- Work effectively and cooperatively with children and staff
- Understand and follow written and oral instructions
- Do simple arithmetic
- Maintain simple records

ENTRANCE QUALIFICATIONS

Education and Experience

Graduation from high school or its equivalent **AND** paid experience with food preparation in large quantities and the operation of conventional kitchen equipment and appliances. Experience in a children environment is desirable.

Physical Requirements:

- Ability to stand for long periods of time.
- Ability to be exposed to heat.
- Ability to lift and move items weighing up to 50 pounds.

Special:

A valid California Food Handler Card issued by a Los Angeles County Department of Public Health approved Trainer and Certification Provider must be obtained within 30 days of appointment.

Some positions may require a valid Food Manager Protection Certificate in lieu of a Food Handler Card issued by a Los Angeles County Department of Public Health approved Trainer and Certification Provider, which must be obtained within 30 days of employment.