

Geneva School – Full-Time & Substitute vacancies for the 2026-27 school year

Full-Time salary: \$16.00/hr

Substitutes salary: \$16.00/hr

FOOD SERVICE HELPER I

MINIMUM QUALIFICATIONS: None required.

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work performed under immediate supervision in connection with the preparation and service of food in a school cafeteria. On occasion Food Service Helpers may perform cooking duties involving lesser degrees of skill than regularly required of employees in the classification of Cook. The work is performed under supervision of a Cook or Cook-Manager with limited leeway allowed for exercise of independent judgment in carrying out details of the work. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES:

Serves foods as required;
Cleans tables and chairs;
Picks up serving trays and papers and returns to cleaning area;
Cleans dining rooms, dish and linen closets;
Cleans, washes and otherwise prepares vegetables and fruit for cooking;
Assists in the preparation of salads and desserts;
Helps Cooks in any phase of their duties;
Washes dishes, pots and pans and delivery units by hand or machine;
Sweeps, mops and cleans kitchen and serving area;
Empties and sanitizes trash cans;
May assist on the school lunch trucks, delivering and returning food and supplies.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of the proper methods of serving food and of the care of tableware, glassware, silver, and kitchen appliances; ability to follow oral and written directions; ability to stand for extended periods of time.

ADOPTED: FEBRUARY 13, 2018

CIVIL SERVICE CLASSIFICATION: LABOR