



West Catholic High School

1801 Bristol Ave. NW, Grand Rapids, Michigan 49504
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Food Service (Lead Assistant):

Position Summary: The Lead Food Service Worker is responsible for the overall production, safety and sanitation of the National School Breakfast and Lunch Program.

Qualifications:

- A high school diploma or equivalent is required. Specialized training in foodservice is desirable.
- Required to successfully complete an approved sanitation and safety course. (Serve Safe Certification)
- Ability to follow time schedules for meal preparation and serving.
- Maintains a neat, clean, well-groomed appearance.
- Dependable, with experience working in facilities utilizing quantity food production methods.
- General knowledge and understanding of nutrition
- Knowledge of quantity food production and serving techniques, food safety/sanitation requirements and procedures.
- Ability to interact positively with students, staff, and other personnel.
- Excellent organizational skills and able to respond and adapt when necessary.

Essential Functions

- Prepares food items according to standardized recipes and directions
- Properly stores food by adhering to food safety policies and procedures
- Place orders on a weekly basis for food, paper products, and kitchen cleaning supplies to ensure product availability.
- Learn Point of Sale program; maintaining students lunch accounts.
- Maintains excellent customer service and positive attitude towards guests, customers, clients and co-workers.
- Ensures security of company assets
- Other duties and tasks as assigned by manager
- Must be able to obtain food safety certification
- Requires occasional lifting, carrying, pushing, pulling of up to 25 lbs

If you would like more information;

Please contact Mary Jo Jones (616)233-5923 or email @maryjojones@grwestcatholic.org.

Thank You

We stand together in learning, forever in faith