



RIALTO UNIFIED SCHOOL DISTRICT CLASSIFIED SUPERVISORY

CHILD NUTRITION CULINARY CONNOISSEUR

DEFINITION:

Under the direction of an assigned Administrator or Supervisor, assist in planning, coordinating, and supervising the preparation, assembly, packaging, delivery, and serving of food at a central kitchen and various District sites; assist with training, supervising, and providing input for evaluation of assigned staff; supervises the production of all meals such as, but not limited to, breakfast, lunch, snack, supper, catering, and lounge: develop recipes, including meal contribution calculations, costing, production and presentation; assist in preparation and establishment of menu; perform other job-related duties as assigned and/or as required.

ESSENTIAL DUTIES:

- Serves as manager of the central kitchen food production and catering programs and activities involved in the preparation of food and rethermalization.
- Supervise and participate in the cleaning of production and employee areas.
- Plans, assign and supervise the preparation, cooking, portioning and packaging of foods for various sites and functions.
- Assist in planning and implementing approved programs in cost control, employee training, quality control, department accountability, food preparation, and delivery.
- Inspect foods for taste and appearance.
- Maintain the highest standards in food quality, sanitation and safety, according to federal, State, local and District rules and regulations.
- Develop and maintain a production records system that complies with United States Department of Agriculture guidelines and regulations.
- Work with Nutrition Services Supervisors, Child Nutrition Program Innovator, and other department personnel to execute special student activities and program marketing (e.g. taste tests, barbeques, catering event, etc.)
- Conduct recipe development, with a focus on nutritious menu choices and efficient utilization of commodity food, including crediting, scaling, and recipe costing.
- Coordinate supplies for special catering requests.
- Assist in booking, planning, organizing and conducting catering events and functions.
- Prepare food; schedules, routes, and deliver food items utilizing the catering delivery truck or other vehicle.
- Monitor food and supply inventories.
- Prepare requisitions and ensure availability of menu items.
- Coordinate food item distribution to appropriate departments.
- Analyze and compare food usage data from school units with available historical data.
- Communicate with serving kitchens and sites to resolve distribution problems or concerns.
- Conduct safety meetings.
- Train and supervise assigned personnel.
- Provides input for performance evaluations of assigned personnel.
- Prepare and execute production schedules in order to maximize the utilization of personnel and equipment; ensure proper utilization, care, and repair of equipment.
- Consult with department personnel for recipe development and quality control.
- Utilize automated record and to generate reports.
- Perform other job-related duties as assigned and/or as required.
- Occasional evening and weekend work required.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Modern methods, procedures, techniques, and terminology used in the preparation, cooking, baking, presentation, and serving of large quantities of foods and baked goods.
- Basic requirements of the National School Breakfast and Lunch programs.
- Methods, techniques, and strategies of organization, supervision, and employee training and evaluation.
- Work safety practices and procedures.
- Techniques of menu design, recipe development, and food preparation and production.
- Sanitation and food safety procedures.
- Proper English usage, grammar, spelling, and punctuation.

ABILITY TO:

- Plan, assign, schedule, train, review and assist in the evaluation of the activities and work performed by assigned personnel.
- Apply federal, State, and local laws, regulations, and procedures involving school food preparation, distribution, and service.
- Operate all equipment used in a production kitchen.
- Coordinate the flow of raw materials to produce the highest quality product; work with quantity recipes and food formulation, including alteration of recipes, to increase yield and production quality.
- Prepare and create a wide variety of cuisines, including traditional and contemporary fare.
- Perform mathematical calculations with speed and accuracy.
- Train and supervise food service personnel.
- Work competently under pressure and meet deadlines.
- Prepare clear, complete, and concise reports, correspondence, directives, recommendations, and procedures.
- Operate a computer input/output device to utilize applicable word processing and record keeping programs.
- Operate a computer using word processing, spreadsheet, e-mail and other software related to the operation of Nutrition Services
- Communicate effectively both orally and in writing.
- Understand and implement oral and written directions.
- Interact with the students, public and the general educational community in a tactful and courteous manner.
- Establish and maintain cooperative working relationships.
- Work independently with minimal direction.
- Demonstrate flexibility in relation to work schedule and assignments.

EDUCATION AND EXPERIENCE:

EDUCATION:

Requires completion of a two-year college, with an Associate's degree in Culinary Arts or an apprenticeship program offered by a professional culinary institute or trade industry association.

EXPERIENCE:

Two years of paid experience in the operation of multi-site, commercial, large quantity food preparation, packaging and distribution as a chef. Position in a supervisory capacity preferred.

Recent job-related experience within last five years is required.

LICENSES, CERTIFICATIONS AND OTHER REQUIREMENTS:

- Verification of the possession of a valid California Motor Vehicle Operator's license.
- Insurability by the District's liability insurance carrier may be required.
- An approved and accredited Food Safety Certificate is required at time of employment and must be renewed every five years.
- Incumbents are required to adhere to the annual minimum required training hours for School Nutrition Staff per the USDA Guide to Professional Standards for School Nutritional Programs.

PREFERRED QUALIFICATIONS:

Supplemental training or course work in food preparation, safety, sanitation, or other related areas is preferred, but not required.

WORKING CONDITIONS:

ENVIRONMENT:

Kitchen and cooking facilities work environment.

PHYSICAL ELEMENTS:

The physical requirements indicated below are examples of the physical aspects that the position classification must perform in carrying out essential job functions.

- Will frequently lift, carry, push, pull, or otherwise move objects weighing up to 50 pounds.
- May sit or stand for extended periods of time; may be required to work for long periods of time in refrigerator/freezer units.
- May be required to bend, stoop, kneel, crouch, reach above shoulder level, and/or to ascend and descent a step stool or step ladder, stairs, scaffolding, and ramps.
- Must possess the ability to hear and perceive the nature of sound.
- Must possess visual acuity and depth perception.
- Must be able to provide oral information, both in person and over the telephone/other communication devices.
- Must possess the manual dexterity to operate business-related equipment, and to handle and work with various materials and objects.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

POTENTIAL HAZARDS:

N/A

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