



Job Title: **Breakfast/Noon Assistant**

Department: **All Schools**

Supervisor: **Nutrition Manager of Location**

Lane Placement: **ESP Lane 1**

Schedule: **10-15 hrs / 180 days** Evaluation Group: **JCES 8**

FLSA Classification: **Non - Exempt**

JOB DESCRIPTION

Under the supervision of the school nutrition manager, the Breakfast/Noon Assistant supervises children in the cafeteria. The incumbent assists the nutrition manager and lunch clerks as needed.

ESSENTIAL FUNCTIONS

- Supervises children in the cafeteria.
- Cleans up spills, as needed.
- Assists Nutrition Manager and lunch clerks with assigned duties.
- Decisions are repetitive and made within strict guidelines.
- Wipes tables.
- Restocks cafeteria supplies.
- Predictable and reliable attendance.

During times of state or district emergency, all employees may be required to perform additional duties that are not required on a normal basis in support of educational and operational priorities. e.g. Performs general cleaning and sanitizing of work areas, provides remote assistance to students and staff, and any other reasonable duty as needed.

NON-ESSENTIAL FUNCTIONS

- Other duties as assigned.

- This description should not be construed to contain every function/responsibility that may be required to be performed by an employee assigned to this position.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the education, knowledge and experience requirements; the machines, tools and equipment used; background; and any licenses or certifications required.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

QUALIFICATION REQUIREMENTS

- Incumbent must be fingerprinted and clear a criminal backgrounds check.
- Requires High school diploma, GED or equivalent as reviewed by the Department of Human Resources. Verification may be requested.
- No prior job experience is required.
- Requires references demonstrating personal integrity and dependability.
- Good interpersonal skills. Incumbent interacts with staff and students.
- Ability to respond quickly to situations in the lunchroom or on the playground.

NOTE: The Administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience and availability of formal training programs, some exchanges can be made between training and experience.

PHYSICAL REQUIREMENTS---*Not limited to the following:*

- Requires the ability to lift a minimum of ten (10) pounds.
- Must be able to stoop, bend, reach, and twist.

- Physical ability to perform the essential functions listed above with or without reasonable accommodation.
- Requires the ability to lift a minimum of ten (10) pounds.
- Possess the physical, mental, and emotional stability to work under stressful conditions, including but not limited to: deadlines, contract requirements, inspection requirements, and interaction with critical personnel.

Note: *This list of essential and marginal functions and of physical requirements is not exhaustive and may be supplemented*

All employees are required to participate in the District evaluation process.
 It is the employee's responsibility to review and adhere to all district policies and procedures.
 This information may be reviewed at www.canyonsdistrict.org

ADA _____

HR _____

Effective date: 6/9/2020