



4045 LANCER CIRCLE, MANITOWOC, WI 54220

Food Service Assistant (FSA)

POSITION CATEGORY: Hourly (starting at \$15 per hour)

SCHEDULE: August – May: 35hrs/wk; Mon – Fri 7am-2pm

POSITION SUMMARY: The FSA position supports the operations of MLHS by assisting the Food Service Coordinator, as directed, in preparing, serving, and maintaining the hot lunch program at MLHS.

ACCOUNTABILITY: The position of FSA reports directly to the Food Service Coordinator (FSC) and indirectly to the Principal.

JOB DUTIES / REQUIREMENTS: This list is not intended to be a complete listing, rather an indication of routine and recurring items requiring attention. Primary duties and responsibilities include but are not limited to assisting in the following areas:

1. Making recommendations for program improvements, equipment, and maintenance needs.
2. Complying with all Federal, state and local laws and regulations for the maintenance, repair, and operation of equipment and machines [OSHA].
3. Complying with all Federal, state and local laws and regulations for the storage, use, and disposal of trash, waste, and hazardous material [OSHA].
4. Other tasks as listed below

QUALIFICATIONS:

1. A high school diploma or training and experience that are considered equivalent.
2. A knowledge of good dietary practices and familiarity with Federal, state, and local laws and regulations.
3. A proficiency in the preparation of large quantities of food.
4. Good human relations with the ability to communicate in a courteous manner.

REQUIREMENTS:

- Ability to follow written and verbal instructions.
- Maintain personal conduct consistent with doctrine of the WELS and guidelines in place for MLHS employees; to be helpful and welcoming toward all employees, students, and guest of the school.

Tasks:(2 workers tasks listed)

Morning-

- Prep main meal
- Make Yogurt parfaits, Fruit cups, string cheese cups, sandwiches, and other ala carte items
- Help with salad bar prep
- Bake deserts
- Frost and package deserts
- Cut and wrap brownies
- Work on paper work
- Do dishes

Afternoons-

- Serve meal
- Do dishes and clean up
- Pull meal items for next day
- Afternoon temps on fridge and freezers

MANITOWOC LUTHERAN HIGH SCHOOL



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- Get items ready for pizza or sub days