

Food Service Kitchen Aide (part-time)

The part-time Food Service Aide is responsible for the day-to-day operations of the kitchen and dining room. The responsibility involves but not limited to:

- The receiving, storage, heating, serving of the food;
- Accountable for the quality and quantity of the food and supplies;
- Verifying the delivery temperature of forty-one degrees Fahrenheit (F) or less of all potentially hazardous food (marked with an asterisk {*} on the menu)
- Temperature control of all food items (refrigeration, heating and packaging)
- Keeping cold food at 41 degrees F or colder at all times;
- Heating potentially hazardous foods to a minimum temperature of 165 degrees F for fifteen seconds. Heat all other food to minimum temperature of 140 degrees F.
- Keeping hot food at 140 degrees F or above on the steam table (hot cart) control instructions provided by the food preparer;
- Serve meals to participants with a confirmed reservation first. Next, leftover food is then served as meal to stand-by participants. A second complete meal can be served only after each eligible participant has been served on complete meal. Any remaining food must be disposed of in the garbage. NOTE: See Policy 521.00 Leftover Food. NO FOOD MAY BE SERVED IN CONTAINERS TO TAKE HOME.
- Ensure that the food that is served safe.
- Maintaining acceptable standards of safety and sanitation in the kitchen. This responsibility includes cleaning the kitchen (i.e., floor, table and counter tops, oven(s) and steam table) and cleaning and sanitizing food service equipment (i.e. refrigerator, freezer and insulated food carriers).
- Knowledge of proper food handling and food safety.
- Monitoring volunteers that work in the kitchen and dining room.
- Compliance with directives and regulations of WRAAA.
- Other duties as assigned.

Applications are available on the City of Maple Heights website: www.citymapleheights.com and also at the Department of Human Resources located at 5353 Lee Road, Maple Heights, Ohio 44137. Please return applications to the City of Maple Heights, Department of Human Resources, at address above.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job. The City of Maple Heights is an Equal Opportunity Employer and a drug-free and smoke-free workplace.