SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Food Sanitation Facility Technician, Central Kitchen	**CLASSIFICATION:**	Classified Non-Management (SEIU/Operations-Support)
SERIES:	None	**FLSA:**	Non-Exempt
JOB CLASS CODE:	9800	**WORK YEAR:**	12 Months
DEPARTMENT:	Nutrition Services	**SALARY:**	Range 40 Salary Schedule C
REPORTS TO:	Manager, Central Kitchen	**CABINET APPROVAL:**	10-4-2021

BASIC FUNCTION

Clean, sanitize, and disinfect all areas of the Central Kitchen food processing and production facility, Nutrition Services administrative offices, and distribution warehouse. Monitor and administer waste recycling initiatives and associated activities. Maintain and preserve outdoor landscapes and beautification.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Clean, sanitize, and disinfect all floors, walls, hoods, walk ins, shelving, hand sinks, storerooms and dock areas in the central kitchen food manufacturing facility using highly specialized steam cleaning equipment as well as food safe cleaning chemicals per California Retail Food Code. **E**

Cleans and sanitize food processing equipment and conduct routine service on sanitation equipment; remove and replace components of processing equipment for cleaning purposes. **E**

Disinfect and restock fully automated handwashing units to ensure effective handwashing safety controls in food production environment; maintain supplies in all other hand washing stations. **E**

Clean and sanitize all floor sinks and refrigeration and heating, ventilation and air conditioning (HVAC) air vents and clean hood filters regularly. **E**

Ensure proper labeling and safety of chemical containers and proper storage. **E**

Monitor, inspect, and schedule routine exhaust hood, fires suppression system, fire extinguisher and grease trap maintenance for the Central Kitchen in accordance with established procedures. **E**

Clean, sanitize, and disinfect restrooms fixtures, sinks, toilets, floors and lockers in the Central Kitchen, Nutrition Office and Foodservice warehouse. **E**

Restock paper towel, soap, hair net, uniform, and other supplies. **E**

Dust and polish furniture, blinds, baseboards, light fixtures and woodwork. **E**

Vacuum, clean floors and carpets and polish floors. **E**

Clean and sanitize drinking fountains and bottle fillers; monitor and change filters. **E**

Clean, sanitize, and disinfect ovens, stoves, refrigerators, sinks, counters, tables, furniture, drawers, shelves and other small equipment in the test kitchen and break areas as needed. **E**

Prepare spaces for special dining events, classroom visits, training or meetings to include moving furniture or equipment and event clean up. **E**

Water and maintain plants as needed to include indoor hydroponic herb garden. **E**

Regularly clean and sweep sidewalks and entrances and power wash as needed. **E**

Regularly clean and maintain all glass doors and windows, remove any debris in and around the Central Kitchen, Warehouse grounds and parking areas. **E**

Use high capacity cardboard bailer to ensure efficient cardboard recycling efforts. **E**

Use a pallet jack as needed. **E**

Monitor and administer waste recycling initiatives to include confidential paper shredding, glass, and paper, cardboard, green waste, universal waste and composting associated activities. **E**

Removal of trash and recycling from all work areas; clean and disinfect all trash cans regularly. **E**

Monitor waste collection service for appropriateness and assist with waste reduction by recycling and diversion programs to include green waste and composting initiatives. **E**

Maintain inventory of appropriate cleaning supplies and equipment. **E**

Replace light bulbs as needed throughout Central Kitchen, warehouse and Nutrition Services office spaces. **E**

Attend meetings and in-service trainings as directed. **E**

Provide a positive climate of interaction and communication between school staffs, families, and the community as related to Nutrition Services. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE

Any combination equivalent to: Hold a high school or general education development (GED) diploma: two (2) years' experience in general cleaning housekeeping, custodial or building maintenance and sanitation experience. Experience in sanitation of food manufacturing environment preferred.

LICENSES AND OTHER REQUIREMENTS

Hold a valid California driver's license, and provide proof of insurance; willingness to drive a Nutrition Services vehicle; employee entrance evaluation (lifting test). Hold a valid California Food Handlers Certificate within two (2) months of hire District provided. Requires six (6) hours of annual continuing education and safety training to meet the USDA Professional Standards for School Nutrition Professionals.

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

- Food Safety and Sanitization.
- Solid waste management, reduction, and recycling including composting initiatives.
- Cleaning methods, products, and equipment
- Health and Safety regulations
- Proper lifting techniques
- Proper methods of storing equipment, materials and supplies
- Methods of cleaning, sanitizing and disinfecting walls, floors and fixtures.

ABILITY TO:

- Performs basic function of the position.
- Understand and carry out oral and written instructions.
- Plan and organize work to meet schedules and timelines.
- Communicate effectively, and maintain cooperative and effective working relationships with Central Kitchen personnel, school personnel and district personnel.
- Plan and manage workload and projects.
- Perform specialized cleaning duties to maintain floors and carpets.
- Perform general cleaning duties as assigned.
- Communicate effectively orally and in writing in English.
- Understand and follow oral and written instructions.
- Maintain routine records.
- Observe health and safety regulations.
- Identify needs for cleanliness and maintenance.
- To be a team player but can work independently and prioritize tasks.
- To work efficiently and quickly.
- Observe and report need for maintenance and repairs.
- Perform minor non-technical repairs.
- Maintain consistent, punctual and regular attendance.
- Operate steam cleaner, power washer, leaf blower, floor scrubber, vacuum cleaner, and other light maintenance equipment.
- Lift and carry moderately heavy objects accordingly to safety regulations.
- Meet state and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS

SAMPLE ENVIRONMENT:

Central kitchen food service environment; subject to seasonal heat, cold, or adverse weather conditions; exposure to steam heat or extreme cold; working on ladders or scissor lift; and stand and walk for long periods of time.

SAMPLE PHYSICAL ABILITIES:

Hearing and speaking to exchange information in person; lifting, carrying, pushing, or pulling moderately heavy objects; standing and walking for extended periods of time; dexterity of hands and fingers to operate knives, kitchen equipment and a computer terminal; carrying, pushing or pulling food trays, carts, materials, and supplies; reaching overhead, above the shoulders and horizontally; and bending at the waist.

SAMPLE HAZARDS:

Exposure to very hot foods, commercial and non-commercial equipment, materials and metal objects; exposure to sharp knives, slicers and other sharp objects; and exposure to cleaning agents; climb ladders and work from heights to replace light bulbs.