



Cafeteria/ Support Staff

Green Tech High Charter School

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Address: 99 Slingerlands Ave Albany, NY 12202

Job Description:

Responsible for food preparation and general kitchen sanitation. Must have basic knowledge of kitchen equipment including knife handling. Responsible for maintaining a clean cooking and working area. Must maintain a neat and professional appearance and manner. During non-peak hours the position also assist as support staff.

Principal Duties and Responsibilities:

1. Responsible for prep work in the main kitchen including a.m. line, p.m. line, and special functions
2. Responsible for plating salads and desserts.
3. Responsible for cleanliness of the work area.
4. Must monitor inventory at all times and report items that need to be reordered.
5. Responsible for receiving incoming food orders and rotating stock
6. Responsible for maintaining a clean uniform.
7. Other duties as assigned.

Knowledge, Skills and Abilities Required

1. Knowledge of kitchen sanitation.
2. Basic knife handling skills.
3. Basic reading and math skills.
4. Ability to lift over 50 pounds on a regular basis.
5. Ability to measure ingredients accurately.
6. Basic knowledge of kitchen equipment.
7. Ability to understand and carry out directions.