

Cafeteria Aide Duties:

1. Performs any combination of the following duties to maintain kitchen work areas and restaurant equipment and utensils in clean and orderly condition:
 - Sweeps and mops floors: bathroom, cafeteria, kitchen, pantry, laundry room
 - Uses and prepare mop traction solution with a clean mop for cafeteria and kitchen
 - Dirty mop water is dumped in outside water sink by chemical fill station.
2. Washes tables, chairs, stools, walls, refrigerators, freezers, under tables and table legs
3. Separates and removes trash and places it in designated containers.
4. Separates and removes recycle items and places it in designated containers
 - Recycle Bins location: Infant room, reception and main office
5. Washes pots, pans, bus pans, dump containers and trays by hand as needed.
6. Scrapes food from dirty dishes and puts them in racks ready for dishwashing machine.
7. Operate dishwasher machine as per manufacturer instructions and empties and stacks clean items.
8. Put away food order supplies immediately upon deliveries in appropriate storage space.
 - **Cold items are put away immediately upon delivery.**
9. Sets up cafeteria tables with napkins and silverware.
10. Assist unloading foods and supplies when delivered.
11. Keep soap dispensers and paper towel machines loaded in kitchen, cafeteria and cafeteria bathroom.
12. Remove trash after each meal and dispose in proper trash container.



13. Daily clean & sanitize food cart.

14. Daily hose-out garbage cans and wash down trash lids.

15. Wipe down freezer, refrigerator doors, door frames, window and window sills using appropriate cleaner.

16. Upon morning arrival set-up cafeteria tables, trash can with lids and trash liners (cafeteria and kitchen), milk dump containers, bus pan and food carts.

17. At 10.00am each morning, take an accurate count of children meals and staff meals for the cook