

## **FOOD SERVICE WORKER /CASHIER**

**Summary:** Performs cashiering duties, including general food service work. Maintains sanitation standards in the preparation, service and dining room facilities.

### **Essential Duties and Responsibilities:**

- Performs prep work such as washing, peeling, cutting and seeding fruits and vegetables. Weighs and measures designated ingredients.
- Carries pans, kettles and trays of food to and from work stations, stove and refrigerator in accordance with safety standards. Distributes supplies, utensils and portable equipment.
- Stores foods in designated areas in accordance with wrapping, dating, and food safety and rotation procedures.
- Cleans work areas, equipment and utensils.
- Ensures compliance with sanitation and safety requirements.
- Uses approved food recipes and production standards to ensure proper quality, serving temperatures and standard portion control.
- Serves customers in a friendly, efficient manner following outlined steps of service.
- Interacts with customers and resolves customer complaints in a friendly, service-oriented manner.
- Relays relevant information to supervisor.
- Performs sales transactions.
- Enters sales into the cash register to ensure purchases are accurately recorded.
- Makes change, accepts declining balance cards and other acceptable forms of payment.
- Issues receipts to customers.
- Follows standard procedures for issuing cash refunds.
- Responsible for all assigned change funds and cash receipts, ensuring that cash drawer is in compliance with overage/shortage standards.
- Replenishes condiments, beverages and general supplies while maintaining service area cleanliness.
- Performs other duties as assigned.