

Job Title: Food Services / Kitchen Aide I

Reports To: Central Kitchen Manager

Job Status: Salaried / Non-Exempt

Job Summary: Under the supervision of the Kitchen Manager, performs routine duties in connection with the preparation and delivery of food products and supplies to multiple program sites throughout Marin County.

Primary Responsibilities

- Assist in meal preparation and packaging of food as directed.
- Assist in the daily cleaning of cooking utensils. General cleaning of kitchen appliances, including washing of the floors and work surfaces.
- Keep all areas of the kitchen organized and free from hazards.
- Assist in loading food into delivery containers and delivery vehicles, and delivering the food to program sites.
- Communicate all oral and written instructions from various program sites to the kitchen staff.
- Pick up orders of produce and supplies from various local vendors as needed.
- Keep all delivery vehicles clean inside and out daily with routine maintenance checks weekly, report any conditions which require attention.
- Check in supplies and stock dry storage, refrigerators and freezers, keeping them organized, sanitary and free from hazards.
- Other duties as assigned.

Qualifications

- High School diploma or GED and a minimum of two (2) years work experience in food service.
- Valid, current California Driver's License and a clean driving record in accordance with CAM's auto and liability insurance.
- Meet requirements for ten (10) annual hours of training in food service and safety and driver safety.
- Background Check - Criminal Record Clearance from the Department of Justice.
- Successfully complete an employment physical and provide proof of the absence of TB.
- Maintain personal dress in accordance with health regulations.
- Bilingual skills in English/Spanish preferred.
- Deep understanding – and ability to articulate – the role equity, inclusion, and diversity plays in our work.

Physical Requirements

- Sitting: Remain in a seated position.
- Standing: Remaining on one's feet in an upright position at a workstation without moving about.
- Walking: Moving about on foot.
- Lifting: Raise and lower an object from one level to another (including upward pulling), 50-75 lbs.
- Handling: Seizing, holding or otherwise working with hands.