I. **Level Definition**

Positions at this level supervise designated Food Service Workers and perform a variety of duties within the food services operation.

II. **Typical Duties**

(1) Supervises designated Food Service Workers by scheduling and co-ordinating work assignments, evaluating employee performance and determining related training and orientation requirements.

(2) Performs Food Service Worker duties such as preparing therapeutic diet items, checking meal trays against patient menus, preparing items such as vegetables and fruit by procedures such as slicing, dicing and grating; and preparing, receiving and verifying cash register float.

(3) Performs other related duties as assigned.

III. **Qualifications**

(1) **Education, Training and Experience**

Grade 12 plus two years’ recent, related experience or an equivalent combination of education, training and experience.

(2) **Skills and Abilities**

(i) Ability to communicate effectively both verbally and in writing.

(ii) Ability to deal with others effectively.

(iii) Physical ability to carry out the duties of the position.

(iv) Ability to supervise.

(v) Ability to organize work.

(vi) Ability to operate related equipment.