

ROBERT SMITH

Child Nutrition Assistant

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To provide support in the overall efficient operation of the school cafeteria for the ultimate health, comfort, and benefit of the students. Under general supervision, performs as Child Nutrition Assistant in the County School System. Duties and responsibilities include, but are not limited to, food preparation, serving food, washing dishes, setting up of serving lines, and putting away supplies. Reports to the Child Nutrition Manager.

JANUARY 2016 - 2020

CHILD NUTRITION ASSISTANT - FAYETTE COUNTY PUBLIC SCHOOLS

- Followed all Federal, State, School Board, and Departmental policies and regulations that pertain to the Child Nutrition Department.
- Followed instructions in all areas, performing and completing all scheduled tasks, to the required quality and time standards assigned by the Child Nutrition Manager.
- Followed the trash and garbage collection policy and procedures in a sanitary fashion.
- Kept adequate supply of trays, napkins, and flatware; stocks serving line utensils and ensures the serving line is turned off after lunch.
- Kept work area and serving areas clean to ensure the safety of staff and students by cleaning up spills and sweeping up food from floors.
- Learned and assisted with the manager's functions and responsibilities on a daily basis and act as a backup for the manager.
- Exercised supervisory personnel management responsibilities. Advises and provides counsel to employees regarding policies, procedures, and directives of management.

2011 - 2016

CHILD NUTRITION ASSISTANT - DELTA CORPORATION

- Food Prep, Food Safety, Money Handling, Customer Service, Computer Profile Management, Daily Deep Cleaning Accomplishments Volunteered to feed.
- Dish room, serve lunch, clean, cash register.
- Assisting in preparation of and serving meals to students Received monies and inputted in the POS systems.
- Maintained smooth and timely operations.
- Recorded and maintained correct nutrition information of products used in the preparation of food.
- Assisted with a nutrition-related evaluation of food products and raw materials used.
- Dedicated free time to job duties to ease the workload for co-workers, improve

efficiency, and expedite service.

EDUCATION

High School Diploma - (Bryan Station High School - Lexington, KY)

SKILLS

Office Equipment, Managerial, Customer Service.