

**BOARD OF REGENTS  
STATE OF IOWA  
REGENT MERIT SYSTEM**

**Class Title:** Food Worker II

**Class Code:** 7073

**Pay Grade:** 205

**GENERAL CLASS DESCRIPTION:** Under general supervision, is responsible for the set-up and preparation of food. Has training and directional responsibilities.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

1. Directs and participates in the work of Food Worker I.
2. Assists in organizing work schedules to assure that all work assignments are covered each day, filling in when necessary.
3. Directs and assists in preparation of food items and sanitation of all work areas.
4. Informs supervisor on a continuing basis on status of food inventory.
5. Orders supplies from storeroom as needed.
6. Gives individual on-the-job training to new employees.
7. Assists in developing new salad recipes, prepares and checks same for acceptance as requested.
8. Performs other related duties and responsibilities as required or assigned.

**KNOWLEDGES, SKILLS, AND ABILITIES:**

1. Knowledge of methods and practices of institutional food preparation and service.
2. Knowledge of principles of food sanitation, health hazards, and the necessary precautionary measures.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be

used for no other purpose. It is not intended that any position include every duty listed, nor is it intended that related duties cannot be required.

**Class Title: Food Worker II**

**Class Code: 7073**

**Pay Grade: 205**

3. Knowledge of care and use of food service equipment.
4. Ability to perform physical tasks such as lifting (50 pounds), bending, stooping, and standing for prolonged periods.
5. Ability to count, add, subtract, multiply, divide and determine percentages.
6. Ability to understand and execute oral and written instructions.
7. Ability to maintain effective working relationships with others.
8. Ability to stand for long periods of time.
9. Ability to plan, assign, and direct others in work activities.
10. Ability to estimate quantity needs and compile reports of productions and materials used.
11. Ability to perform and complete a variety of manual food service tasks.
12. Ability to maintain records of quantities of ingredients used, volume of production and numbers of customers served.
13. Ability to convert standard unit recipes to desired quantity of product.

**MINIMUM ELIGIBILITY REQUIREMENTS:**

One year experience as a Food Worker I or outside experience in quantity food preparation/service supervision.

**REVISION EFFECTIVE: July 1, 1995**