



Food Service Manager I

Salary Group: A12
Class Code: 8108

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
FOOD SERVICE MANAGER I	8108	A12	\$27,840 - \$43,798
FOOD SERVICE MANAGER II	8109	A14	\$31,144 - \$49,134
FOOD SERVICE MANAGER III	8110	A16	\$34,918 - \$55,130
FOOD SERVICE MANAGER IV	8111	A18	\$39,521 - \$64,449

GENERAL DESCRIPTION

Performs routine (journey-level) food service supervisory work. Work involves supervising food preparation and service and ensuring prescribed sanitation and safety rules are maintained. Supervises the work of others. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Supervises the preparation and serving of meals.

Supervises the setup of dining rooms for service and the designation of lines and equipment to be used.

Ensures dining, service, and food preparation areas are maintained in a clean manner and ensures food preparation equipment is properly cleaned and sanitized.

Inspects dining, service, and food preparation areas, and food conveyors, for compliance with sanitation, safety, and health regulations.

Instructs staff on safety rules and regulations, sanitary procedures, food preparation, and the operation of food service equipment.

Checks perishables and frozen foods for proper storage.

May ensure adequate controls are maintained over food preparation quantities and portion sizes.

May consult with cooks on food requirements and recipes to be used.

May assist in calculating food requirement estimates.

May assist in establishing food service regulations, procedures, and standards.

May assist in inspecting food items on arrival for quantity, quality, and temperature conditions.

Supervises the work of others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in food service work. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of methods, materials, equipment, and appliances used in quantity food preparation and service; of food storage and preservation; and of sanitation regulations.

Skill in the operation, cleaning, and sanitizing of food service appliances and equipment.

Ability to calculate food requirements and to supervise the work of others.

REGISTRATION, CERTIFICATION, OR LICENSURE

May require certification as a food manager by the Department of State Health Services.