



Children's Playhouse

Job Title: Kitchen Helper

Reports to: Director

Qualifications:

1. *High School Diploma*
2. *Experience: Two years experience in food preparation/kitchen preferred.*
3. *SaveServe Certification preferred*

Job Summary:

This non-exempt, hourly position reports to the Director and is primarily responsible for food services, kitchen, cleaning, sanitizing, inventory, and preparing food.

Job Description:

- 1) Performs any combination of following duties to maintain kitchen work areas and childcare kitchen equipment and utensils in clean and orderly condition: Sweeps and disinfects/mops floors.
- 2) Disinfects worktables, walls, refrigerators, workstations, and bus carts.
- 3) Removes trash and garbage and places it in designated containers.
- 4) Steam-cleans or hoses-out garbage cans with disinfectants on a weekly basis.
- 5) Recycles
- 6) Washes pots, pans, plates, cups, and utensils, and trays by hand.
- 7) Scrapes food from dirty dishes and washes them by hand or places them in racks or on conveyor to the dishwashing machine.
- 10) Transfers supplies and equipment between storage and work areas.
- 11) distributes food to each classroom at designated meal times.
- 12) Wash and peel vegetables/Fruits, using a knife or peeling machine.
- 13) Loads or unloads trucks picking up or delivering supplies and food.
- 14) Maintains inventory of all food and kitchen supplies needed.



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15) Adheres to Health and Safety Health Code Regulations for Food Establishments and Daycare Centers

16) Helps prepare meals.

17) Laundering towels, uniforms, etc on a weekly basis

Physical Demands:

1. The Kitchen Helper may need to be able to unload and stock food deliveries
2. In the event of an emergency, the kitchen helper is able to walk up or down several flights of stairs and easily assist in the evacuation of children from the center.
3. Must be able to lift 50lbs and under

Working Conditions and Environment:

1. The holiday schedule and leave policy are outlined in the employee manual.
4. Employees are expected to work during their scheduled shifts, which may fluctuate on occasion to meet the needs of the CPH organization.

Salary and Benefits:

Full Time

Benefits include: Holiday Pay, Personal Time off (PTO), Sick Time off, Medical, Dental, Paternity/Maternity pay, and childcare discounts.

Children's Playhouse is an equal opportunity Employer