



# Bellflower Unified School District

Personnel Services • 16703 S. Clark Ave. • Bellflower CA 90706 • 562-866-9011 Ext. 3366

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**DATE POSTED: January 11, 2012**

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## FOOD SERVICE SUPERVISOR II

**Management Position – Full Time/12 months  
Open and Promotional**

**SALARY:** Minimum of \$35,362 to a maximum of \$43,415 annually. The salary rate is based on the 2007-08 salary schedule for classified management members. This is a five-step salary schedule. Vacation – 24 days per year.

**POSITION:** Under the direction of the Director, Food Services, plan, organize, supervise and participate in food service operations at a production kitchen food service operation; assure the serving and storage of food is in accordance with established guidelines and procedures; oversee the production and distribution of food to District satellite kitchens. Assist and prepare meals with quantity food preparation techniques. Train, assign and provide work direction to assigned personnel. Oversee serving of meals to students, teachers and other staff at an assigned, school site; participate in food serving and preparation of main entrees as needed; assure compliance with serving size requirements; participate and assist in district-wide menu planning; estimate, order, and distribute food quantities from district warehouse and local retail food service establishments; receive, inspect, verify and accept delivery of food and supplies; utilize proper methods of storing foods; and prepare and maintain a variety of reports and records including inventory, orders, daily reports, menu planning and production sheets.

**QUALIFICATIONS:** **Education/Experience:** Any combination equivalent to: graduation from high school and four years experience in quantity food preparation. **Knowledge/Abilities:** The successful candidate will have the knowledge of: operations of a production kitchen; principles and methods of quantity food service preparation, distribution, serving and storage; standard kitchen equipment, utensils and measurements; methods of computing food quantities required by weekly or monthly menus; sanitation and safety practices related to preparing, transporting and serving foods; principles and practices of administration, supervision and training. The ability to plan, organize, prepare, and oversee food service operations at an elementary school production kitchen or high school satellite kitchen; estimate food quantities and requisition proper amounts for economical food service; train, supervise and evaluate personnel; and meet schedules and time lines. **Licenses: Must possess a Food Safety Certificate.** Some positions in this classification may be required to possess a valid California driver's license. **All employment offers are conditional, based upon the successful completion of the following: Fingerprint/background clearance, physical examination, drug screening, and a test for tuberculosis.**

**EXAMINATION:** **Examination Weights: Written = Qualifying; Oral Examination = 100%** (Applicants need to be prepared to answer questions regarding the following: Menu planning, recipe conversions, staff analysis and scheduling for production activities and the specific development and standardizing of recipes.

**APPLICATION:** District application may be obtained at the above address between 8:00 a.m. and 4:30 p.m. Monday through Friday. **Must submit a district application, a letter of interest, and resume. Resumes will not be accepted in lieu of the require application.**

**CLOSING DATE:** Wednesday, February 1, 2012 at 4:30 p.m.

**TEST DATE:** To be determined.

**B1112/11**