Title: Head Start Technician 2

Pay Scale Group: 13

Essential Function
Purchase, plan and prepare lunch and snacks for children; routine maintenance of facility; transport special needs children.

Characteristic Duties
1. Purchase, plan and prepare lunch and snack for children.
2. Attend various nutrition workshops.
3. Maintain inventories and records related to food service and nutrition.
4. Transport special needs children and parents.
5. Maintain vehicle which, include gas, cleaning and registration.
6. Maintain kitchen area and food storage supply rooms.
7. Wash laundry weekly; assist with end of the quarter cleaning responsibilities.
8. Clean shelves, curtains.

Unusual Working Conditions
- N/A

Minimum Qualifications
- Ability to read and write common vocabulary; six months institutional food service cooking experience required; ability to calculate fractions and decimals; ability to lift up to 50 pounds; valid commercial drivers license with acceptable driving record; ability to drive standard transmission vehicles of all sizes. Must be able to pass a physical, as required by the State of Ohio Day Care Licensing.