

## Corrections Food Service Worker

### Nature of Work

Employees in this classification assist in providing meals for inmates housed in correctional facilities managed and operated by Sevier County. Activities associated with the job include preparing and serving of meals, overseeing and assisting with cleaning the kitchen and dining facilities, kitchen equipment, utensils and serving trays, stocking supplies and food and assisting with the oversight of trustees assisting with food service and laundry operations. Some independent decision-making is required to determine meal preparation activities and the timing and amount of food to be prepared. The position requires considerable physical effort due to excessive walking, lifting and bending and incumbents are exposed to caustic cleaning chemicals and occasional temperature extremes. Work is reviewed by the Food Service Supervisor through observation of the quality of meals prepared, knowledge of institutional and/or commercial food production methods, productivity on the job and ability to interact successfully with co-workers, trustees and inmates.

### Illustrative Examples of Work

- Prepares fresh salads, cuts raw vegetables and prepares fruit for meals.
- Prepares and serves meals for delivery to inmates three times per day.
- Prepares meals and sets up serving lines to provide meals for inmates according to established schedules.
- Cleans cooking equipment and utensils as necessary and upon completion of daily activities.
- Receives, stores and rotates food supplies and other inventory upon delivery.
- Operates dishwashing equipment to clean trays, silver ware, cups and plates as inmate's complete meals.
- Sweeps and mops the kitchen and dining areas as needed and/or following each meal.
- Stocks milk containers and replenishes food on the serving line when necessary.
- Organizes and cleans freezers and coolers as required.
- Bakes bread, rolls, deserts and other baked items for meals.
- Operates stoves, ovens, grills and steam tables in accordance with manufacturers' guidelines and operating instructions and cleans as necessary.
- Cleans tables and common areas in the dining facilities.
- Assists with supervising and directing the activities of inmates and/or trustees assigned to the kitchen and dining areas.
- Empties the trash as necessary and upon completion of daily activities.
- Performs related duties as required.

### Necessary Requirements of Work

Graduation from an accredited high school or GED program; experience working in an institutional food service setting; ability to interact successfully with co-workers, trustees,

inmates and the public, sufficient strength and agility to perform the physically demanding aspects of the job; considerable knowledge of institutional meal preparation and the storage of perishable and non-perishable food items; or any equivalent combination of education and experience to provide the following knowledge, skill, and abilities:

- Knowledge of institutional cooking supplies and equipment and cooking procedures involving the preparation of large quantities of food.
- Knowledge of commonly used food service cleaning supplies and equipment and acceptable standards of cleanliness for food service facilities.
- Knowledge of the safety procedures involving the use of institutional cooking equipment and supplies.
- Knowledge of USDA guidelines pertaining to nutritional requirements for well balanced meals and meal pattern requirements.
- Knowledge of the Sevier County jail security procedures and guidelines or the ability to acquire this information within a short period of time.
- Knowledge of food proportions necessary to feed juvenile and adult age inmates.
- Ability to perform the physically demanding aspects of institutional meal preparation including heaving lifting (up to 50 lbs.), excessive standing, walking and bending.
- Ability to follow directions and adapt to changes in work assignments to meet changing workload demands.
- Ability to interact successfully with correctional officers, co-workers, vendors, inmates, trustees and the public.
- Skill in the operation of institutional cooking and cleaning equipment.
- Skill in the timing and preparation of meals for large quantities of people.

### **Necessary Special Requirement**

- Incumbents must pass a physical exam, drug screen and TB test prior to employment.
- Fingerprinting and clearance through TBI required.