

RECRUITMENT/ HIRING PROCEDURES FOR CAFETERIA TECHNICIANS

Child Nutrition Services employs individuals interested in serving the children of the Lafayette Parish School System. Hiring procedures for the Substitute Cafeteria Technician and preparation for the individual for full time employment are as follows:

CAFETERIA TECHNICIAN SUBSTITUTE

1. Persons interested in working in LPSS school kitchens must complete eligibility requirements as outlined in Cafeteria Technician Job Description 1461 and work in a substitute position prior to being considered for full time employment.
2. To be considered for substitute employment, the applicant must:
 - A. Complete the Substitute application and provide all required documentation
 - B. Provide verification of highest education level; those applicants that meet the preferred requirement of High School or GED program graduation will be considered for employment first
 - C. Agree to on-the-job training requirements through School Food Service Phase I Training Program (gains experience while training)
 - D. Agree to working conditions associated with food service
 1. Understands physical demands and environmental factors
 2. Receives acceptable results of job-based Pre-employment Physical

CAFETERIA TECHNICIAN

1. A Cafeteria Technician Substitute is eligible for hire as a full time employee based on the following:
 - A. Completion of School Food Service Phase I Training (kitchen safety and sanitation, equipment use, food production, food safety and sanitation, nutrition, work ethics, body mechanics)
 - B. Acceptable job performance evaluations by Cafeteria Manager at each school site worked.
 - C. Recommendation for hire by Cafeteria Manager and Child Nutrition Services Supervisor
 - D. Approval for hire by School Principal
2. The first year of employment for a full-time Cafeteria Technician is a probationary period. A newly hired employee will receive a Job Performance Evaluation at six (6) months, one year, and annually thereafter.

Adopted:

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