



NEW: 08/07/2019
Submitted: 08/06/2019

JOB TITLE:	MONITOR LUNCHROOM
DIVISION	ACADEMIC SCHOOL
SALARY SCHEDULE/GRADE:	IA, GRADE 3
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8094
BARGAINING UNIT:	CLAA

SCOPE OF RESPONSIBILITIES
Monitors students and assures proper conduct in the lunchroom.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Organizes students into orderly lines for the purchase of food
Organizes students for orderly disposal of food waste, trays and utensils
Reports physical confrontations or incidences to appropriate personnel as needed; resolves minor problems as needed
Monitors cleanliness of food service facilities; arranges furniture as required
Ensures that health and safety rules are observed
Assists with evacuation of pupils during fire drills
Performs student supervisory duties as assigned
Performs health services, if needed, for which training will be provided
Completes all trainings and other compliance requirements as assigned and by the designated deadline
Performs other duties as assigned by supervisor

PHYSICAL DEMANDS
Work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.

MINIMUM QUALIFICATIONS
High School Diploma or G.E.D.
Knowledge of general rules of health and safety
Relates well with children, with past experiences in groups (scouts, etc.)
Works cooperatively with others
Effective communication skills

DESIRABLE QUALIFICATIONS
Experience in a diverse workplace