MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Baker II   JOB CODE: 5709

DEPARTMENT: Food and Nutrition   PAY GRADE: 13 (B4)   DATE: 07/01/2006

BASIC OBJECTIVES

Under the direction of the Food Service Manager, prepares baked goods and related menu items following menus and standardized recipes. Assists in the supervision of baking operations in a school cafeteria.

JOB TASKS/RESPONSIBILITIES

1. Follows menu and recipes unless otherwise instructed by the food service manager.

2. Checks recipes and supplies in advance to assure sufficient food quantities for the day's preparation.

3. Checks and supervises the work of assistants and other workers involved in baking operations.

4. Expands recipes as needed under the direction of the food service managers.

5. Cuts dough into portions and shapes by hand or by machine.

6. Places products in oven and removes when properly baked. Makes cakes, cornbread, cobblers, cookies and other desserts.

7. Replenishes serving lines with breads and makes certain that desserts are kept at their proper temperature.

8. Covers and stores leftovers appropriately; notifies food service manager of quantities used and left over.

9. Checks to make sure that equipment is turned off when not in use.

10. Performs other related functions as designated by the food service manager.

PHYSICAL REQUIREMENTS

This is medium work which requires the following physical activities: balancing, bending, stooping, twisting, reaching, standing, walking, pushing, pulling, lifting (30 lbs. minimum without assistance), grasping, repetitive motions, talking, hearing and visual acuity. The worker is exposed to heat, noise, hazards and atmospheric conditions. The work is performed indoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. Must have the ability to read, write and understand oral/written instructions.

2. Successful completion of Cooks/Bakers' training program.

Prior revision date(s): 03/22/93, 05/18/04
Reclassification to PG 13, effective 07/01/2006, per 2006-2009 AFSCME successor contract