



Madonna Centers, Inc.
1906 Castroville Rd.
San Antonio, Texas 78237
(210) 432-2374 (210) 432-2389

JOB TITLE: Food Program Assistant

PAY RATE: Min \$7.50 – Max \$10.50 depending upon experience

HOURS: 8 hours daily with 1-hour unpaid meal period

DUTIES

- Assists Cook in all kitchen functions necessary for meal preparation.
- Responsible for completing CACFP Meal Production Records daily
- Maintaining compliance with Child and Adult Care Food Program (CACFP) regulations and policies related to, but not limited to food service child health and safety, and nutrition.
- Prepares menus, submits food orders weekly and maintains all receipts
- Dishwashing and maintaining a clean and orderly kitchen which meets the standards of the Health Department.
- Meal preparation and serving for Madonna and sponsor sites.
- Attend all in-service training sessions and staff meetings, and make training needs known to the Program Coordinator.
- Perform other tasks as assigned.

QUALIFICATIONS:

1. Must be willing to complete a course in food handling.
2. Must pass a criminal background and fingerprint check.