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# Example of Cafeteria Assistant Job Description

Our company is growing rapidly and is hiring for a cafeteria assistant. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for cafeteria assistant

* May distribute patient menus, assist patient in food selections as needed
* May prepare salads, garnishes and Jello
* Presents menu options to patients for selection according to diet requirements
* Modifies patient’ tray according to dietary restrictions before distribution to patients including appropriate condiments and beverage
* Communicates routinely with Diet Office and kitchen regarding changes for diets, food quantities and trays required for patients
* Tray passer/Tray line
* Places selection on tray and delivers tray to patient’s bedside and verifies that all patients receive trays
* Diet/CBORD Office
* Utilize CBORD Diet Office Management computer system to enter patient menu selections
* Prepare patient tray tickets

## Qualifications for cafeteria assistant

* Monitor business needs and maintain cleanliness standards
* Be in good health and able to perform work required for this position including being able to lift/move/manoeuvre objects weighing up to 50lbs
* Experience of working with food and a servery preferred
* Be committed and aware of the Health & Safety at Work Act 1974
* A current Food Hygiene Qualification would be an advantage but not essential
* Previous cafeteria experience preferred