



# Carlsbad Unified School District

6225 El Camino Real • Carlsbad, CA 92009

(760) 331-5000 • FAX (760) 431-6707

... a world class district

## Nutrition Services Assistant

Hourly Rate: \$12.15 – 17.09\*

\*Upper range reflects rate earned with sufficient years of District seniority

-- Typical assignments are 2 to 4 hours per day --

### Examples of Job Duties

- Preparing and serving food items for students and school personnel
- Maintaining kitchens, and ancillary facilities in a safe and sanitary condition
- Collecting and counting money and making correct change
- Ensuring food service activities comply with established health, safety and sanitary practices, standards and regulations
- Loading and unloading shipments of food carts, items and supplies

### Required Abilities

- Understand and follow both oral and written instructions
- Make basic math computations
- Follow health and sanitation requirements

### Minimum Qualifications

- Candidate must provide evidence of sufficient experience, knowledge and abilities as stated in the class description.
- A copy of a valid **Food Handler's Certificate** issued by a recognized agency, such as the County Health and Nutrition Department, **must be filed by the application deadline.**

### Selection Process

This is an open recruitment and competitive examination to fill a current opening and to establish an eligibility list for openings for a period of one year, or until depleted. The candidates achieving the top three ranks will be referred for the final selection interview along with any transfer or reinstatement candidates. For candidates who meet the minimum requirements, as demonstrated in their application materials, the examination process will consist of test parts used to measure the knowledge, skills and abilities necessary to perform the essential functions of the job, and may include a written examination, performance examination and structured oral interviews.

If you will need special accommodation with the examination process, please contact the Personnel Commission office at (760) 331-5031 as soon as possible.

The Eligibility List resulting from this examination may be used to fill vacancies in related job classifications for which no Eligibility List exists (Ed Code 452512).

Offers of employment are contingent upon successful completion of medical and drug screening and background check that includes fingerprinting and criminal history check.

***This announcement does not constitute an implied contract. Any part of this announcement is subject to change.***

**APPLICATION DEADLINE: Thursday, March 8, 2012 at 4:00 p.m.**

**SUBMIT DISTRICT APPLICATION TO: Classified Personnel, Attn: Rachel Austin  
Carlsbad Unified School District, 6225 El Camino Real, Carlsbad, CA 92009**

**Candidates who have previously applied for Nutrition Services Assistant are not eligible to re-apply for a period of 90 days.**