

PINELLAS COUNTY SCHOOL BOARD
FLORIDA

PCSB: 6598
Pay Grade: D10

FLSA: Non-Exempt

FOOD SERVICE TECHNOLOGY COORDINATOR

MAJOR FUNCTION:

Performs technical and specialized duties countywide relating to the computerization of the Food Service Program and compliance with Federal, State, and District regulations. Duties include, but are not limited to coordinating, training and problem solving in areas related to the computerized point-of-sale system.

DUTIES AND RESPONSIBILITIES:

- Trains food service central office, managers, interns and other school-based staff on operation of food service related hardware, software, communications and related peripherals.
- Visits schools experiencing problems with food service related hardware, software, communications and related peripherals and determines/solves those problems.
- Assists food service central office, managers, interns and other school-based staff in the use of food service related hardware, software, communications and related peripherals, new technology products and procedures.
- Performs other related duties as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a GED. Three (3) years equivalent combination of education, training and experience in food service, computer science/technology or related fields.

PREFERRED:

Associate's degree from an accredited college or university in computer science, technology or related field.

ISSUED: 5/94 PBL; BOARD APPROVED: 5/11/94; CHANGE IN SALARY SCHEDULE; BOARD APPROVED: 12/6/94; REVISED WC: 7/04 LM; REVISED TITLE, D&R, MQ's & PREF 9/06 AK; BOARD APPROVED: 11/14/06.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification, and they are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

FOOD SERVICE TECHNOLOGY COORDINATOR

<u>WORKING CONDITIONS & PHYSICAL EFFORT:</u>	Seldom Or Never	Monthl y	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds				X	
2. Lift objects weighing 21 to 50 pounds				X	
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds				X	
6. Carry objects weighing 21 to 50 pounds				X	
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time				X	
11. Standing for more than two hours at a time			X		
12. Stooping and bending				X	
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors					X
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects				X	
19. Proofreading and checking documents for accuracy					X
20. Using a keyboard to enter and transform words or data					X
21. Using a video display terminal					X
22. Working in a normal office environment with few physical discomforts				X	
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions				X	
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions				X	
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls				X	
26. Operating automobile, vehicle, or van				X	
27. Other physical, mental or visual ability required by the job					X

Food Service Technology Coordinator NR