

**Food Service Worker Sr. (5651C), International House -  
77847**  
**University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=256270>

Downloaded On: Apr. 30, 2025 5:50pm

Posted Apr. 28, 2025, set to expire Jul. 1, 2025

<b>Job Title</b>	Food Service Worker Sr. (5651C), International House - 77847
<b>Department</b>	International House
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Apr. 28, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Classified Staff
<b>Academic Field(s)</b>	Dining Services
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**Job Description**

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**About Berkeley**

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

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We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

### Departmental Overview

International House is a program center and campus residence for students around the world, including the United States. Our mission is to foster intercultural respect, understanding, lifelong friendships and leadership skills to promote a more just and peaceful world.

### Position Summary

Involves all aspects of food service operations, including transporting, re-stocking, serving and attractively presenting food and beverages; as well as dining and serving area set up; cleaning and sanitizing. Cleaning duties including Dining Room tables and chairs, floor mopping, equipment cleaning, and dish room operations, equipment and tableware and other duties as assigned. Organizes own work schedule to complete assigned tasks in allotted time period. Uses equipment properly once trained. Must maintain cleanliness of assigned work area. Completes tasks within different positions and areas of a food service operation.

### Application Review Date

The First Review Date for this job is: 05/08/2025.

### Responsibilities

- Serves designated meals using portion control techniques as instructed by supervisor and chef/cook and follows basic principles of safety and sanitation of food service.
- Properly plates and serves food at stations, on serving line and as otherwise presented, using Servesafe guidelines.
- Serves food to customers in a pleasant, courteous and efficient manner, responding to customer

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needs quickly and thoughtfully.

- Distributes prepared foods on time for specified meals to designated serving areas.
- Replenishes supplies as needed in serving areas.
- Assists in set-up of designated food service areas in coordination with chefs/cooks and supervisors.
- Breaks down used dining trays: sorts garbage, appropriately loads dishwashing crates with dishes, glasses or silverware and then runs crates through dish machine.
- Maintains high level of cleanliness of designated work areas, and assigned equipment at all time.
- Serve Safe Certification must be kept updated to ensure proper food handling guidelines are adhered to.
- Is responsible for ensuring the temperature for all foods are meeting the food safety requirements and are being recorded in temperature logs.
- Checks temperatures for all walk-in refrigerators, reach-in coolers and hot /cold table
- Maintains high level cleanliness of designated work area and assigned equipment at all times.
- Pre-rinses, soaks, and washes (using dish machine) soiled dishes, flatware, glassware, trays, Pots, Pans, Bus tubs, and utensils using correct procedures of safety and sanitation.
- Cleans dish room at end of meal period, sweeps and mops, cleans inside and outside of dish machine, breaking down all interior components of dish machine as appropriate for proper cleaning.
- As needed, brings out clean dishes, glasses and silverware to dining room stations to replenish stock.
- Unloads, sorts, stacks, and places clean dishes, flatware, glassware, trays, and utensils into proper transporting equipment or service location.
- Maintains cleanliness at relevant areas including Steam tables, Refrigerated Serve Lines, Refrigerators, Bread Table, Condiment table, Cookie station, Milk Machines, Coffee and Tea Station, Dessert and Ice Cream/Soft Serve stations Napkin dispensers and microwave ovens used by residents, as well as Soda/Juice/Water dispenser area and related cabinetry or storage spaces.
- All adjacent wall areas should be washed and maintained.
- Maintains cleanliness of designated work areas, including floors, chairs, tables and beverage areas.
- Works in a safe and responsible manner while not putting self or others at risk. This includes complying with applicable policies and regulations; using personal safety gear; observing warning signs; learning about potential hazards; and reporting unsafe conditions.
- Employee understands that he/she must be presentable, consistently wash hands, clean clothes/uniform, and clean apron, upon the start of his/her shift.
- Long Pants, socks, closed-toed shoes required.

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- Employee understands that he/she is required to wear a hair covering and gloves when handling food.
- Employee must be punctual. Dining Room cleaning to include, but not limited to: Tables, Chairs, Pillars, Walls, Window Ledges, Lower Windows, floors, Dish Room Window Area Patio Cleaning to include, but not limited to; tables, chairs, grounds, empty trash cans, clean up after BBQ's and Special Events
- During and following meal periods, distributes trays, dishes, glassware, flatware and utensils to designated serving areas.
- Returns empty carts, lowerators and other related items to dish room, notifying supervisors if any equipment requires maintenance or repair.
- During slack times, assists in performing dishwasher duties which include, but not limited to; additional cleaning, organization of dish room chemicals, wall washing and sinks scrubbing.
- Knowledgeable about food being served as to allergens, and key identifiers as required by customers (vegan, vegetarian, pork, alcohol, nuts, spices, gluten, etc.).
- Responsible for keeping replenished Cereals, Yogurts, Breads, Milks, Sugars, Creamers, Jams, Butters, Juices, Fruits, Spices, Condiments, Beverages, Desserts and decorations.
- Restocks/replenishes dining room areas: dishes, silverware, napkins, salt & pepper, food self-serve areas (beverages, salad, bread, desserts, soft serve, etc.)
- Replenishes supplies as needed in serving area to include, but not limited to meal ingredients used by the chef, dishes and cutlery needed for service, cleaning supplies for maintaining presentation, and any items needed to optimize the customer experience.
- Returns to kitchen area all prepared foods from designated serving areas at completion of meal hour. Labels leftovers and stores properly.
- Restock/replenish Condiments, ingredients, dishes, cutlery, prepared food, and serving utensils and other items as needed to optimize service at the various stations in the Dining Hall.

**Required Qualifications**

- Follows policies, rules, and regulations of the University and the department.
- Ensures that health and safety guidelines are practiced.
- Courteous and excellent customer service highest priority.
- Performs other related duties as assigned.
- knowledgeable about food being served as to allergens, and key identifiers as required by customers (vegan, vegetarian, pork, alcohol, nuts, spices, gluten, etc.).
- Maintains high level of cleanliness of designated work areas, and assigned equipment at all time.

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### Preferred Qualifications

- ServSafe Certification.
- Food Service Certification.

### Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted hourly range that the University reasonably expects to pay for this position is \$20.12 (Step 1) - \$22.65 (Step 7).

### How to Apply

- To apply, please submit your resume and cover letter.

### Other Information

This position is governed by the terms and conditions in the agreement for the Service Unit (SX) between the University of California and the American Federation of State, County and Municipal Employees (AFSCME). The current bargaining agreement manual can be found at:

<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/sx/index.html>

- This is not a visa opportunity.
- This recruitment has 2 openings.

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### **Conviction History Background**

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

### **Mandated Reporter**

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

**SB 791 and AB 810 Misconduct Disclosure Requirement:** As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

### **Equal Employment Opportunity**

[U.S. Equal Employment Opportunity Commission](#) poster.

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The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

**To apply, visit**

[https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS\\_CG\\_S](https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S)

### **Contact Information**

Please reference Academickeys in your cover letter when  
applying for or inquiring about this job announcement.

#### **Contact**

N/A

University of California, Berkeley

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