

SCHOOL LUNCH CASHIER

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving the operation of a cash register and the preparation of appropriate cash records. The work is performed under the supervision of a School Lunch Manager or other higher level school lunch personnel. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Operates a cash register;

Reconciles cash balance daily;

Counts and wraps monies collected and prepares cash records for deposit;

Prepares required count and sales records;

May deliver money to bank for deposit;

May assist in maintaining inventory records for cafeteria;

May assist in setting up serving line;

May assist in cleaning kitchen and dining area;

May serve food;

May assist in supervising students in the cafeteria.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Working knowledge of simple business arithmetic; ability to operate a cash register; ability to add and subtract rapidly in making change; ability to maintain simple records and reports; honesty; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Successful completion of the eighth grade in school or its' equivalent; and, one year of full-time paid, or its' part-time equivalent, experience as a cashier.

ULSTER COUNTY
5760 SCH LN CAS
Classification: Competitive

Revised: October 29, 1993

5761 SCH L C PT
Classification: Non-Competitive
OA