

SPECIAL DIET ASSISTANT

NATURE OF WORK IN THIS CLASS:

Performs food service work involved in the preparation of special diets as prescribed by the therapeutic dietician.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed).

Prepares special meals in accordance with diet sheets; makes tube feeding formula; peels, washes and chops vegetables and fruits; prepares meats and vegetables as directed and weighs and measures proper amounts of specified foods and apportions.

Checks food trays going to patient with regular and special diets for proper menu.

Verifies diet sheet against diet cards of meals and prepares diet cards as needed.

Prepares desserts and juices for special diet patients according to therapeutic menu.

Sets trays for delivery to special diet patients and prepares delayed meal trays.

Assists cooks and serves regular meals.

Maintains cleanliness of work areas and sanitary handling of food, equipment and supplies.

Maintains work records.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of standard methods, techniques, tools, equipment and procedures involved in the preparation of food for special diet patients.

Knowledge of food sanitation procedures.

Ability to prepare diets in accordance with formulas, recipes and prescribed menus.

Ability to determine amounts of food required from individual diet slips.

Ability to use various types of scales and measuring devices.

Ability to understand and follow oral and written instructions.

Ability to work long hours while standing in room of high temperatures.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Ability to apply safe and sanitary work practices on the job.

Ability to maintain work records.

MINIMUM EXPERIENCE AND TRAINING:

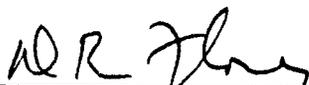
(a) One year of experience as a food service worker which includes assisting in the preparation of special diets; or

(b) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

NECESSARY SPECIAL QUALIFICATION:

Possession of a valid health certificate from the Department of Public Health and Social Services.

ESTABLISHED: JULY, 1980



DAVID R. FLORES, Executive Director
Civil Service Commission