

MEMORANDUM OF UNDERSTANDING
BETWEEN
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS RIVERSIDE
CHAPTER #506
AND THE
RIVERSIDE UNIFIED SCHOOL DISTRICT

April 13, 2017

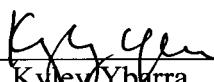
This Memorandum of Understanding (MOU) is entered into by the California School Employees Association and its Chapter #506 (CSEA) and the Riverside Unified School District (District).

On April 12, 2017, the District and CSEA met and agreed to the following:

1. In accordance with Article I – Recognition, of the collective bargaining agreement the attached reclassified job classification of Senior Food Production Worker II will be included in the classified bargaining unit.
2. Appendix A will be revised to include the new job classification of Senior Food Production Worker II.
3. The reclassified job classification of Senior Food Production Worker II will be paid at Range 13 on the classified bargaining unit salary schedule.

This MOU is a tentative agreement and shall not be finalized until the completion of CSEA's policy 610 review process.

For the District:




Kylee Ybarra
Assistant Superintendent, Personnel and
Leadership
Riverside Unified School District

4/13/17

Date

For the CSEA:




Daniel S. Rudd
President, CSEA Chapter #506
Riverside Unified School District

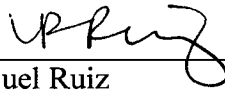
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Date

CSEA
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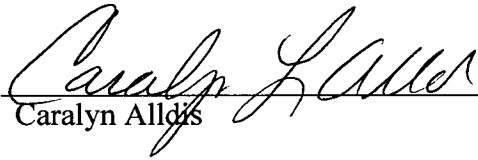
Robin Mesa
Director, Classified Personnel
Riverside Unified School District



Raquel Ruiz
Labor Relations Representative
CSEA



Shani Dahl

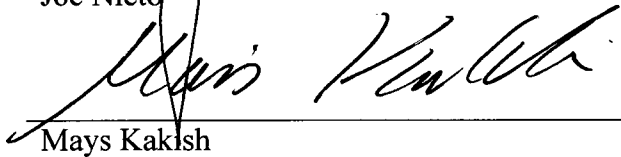


Caralyn Alldis

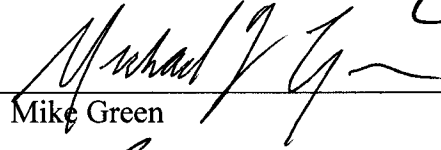
Joe Nieto



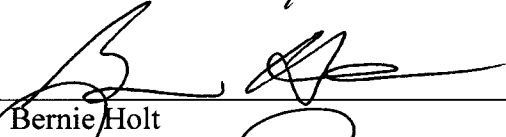
Ana Mendez



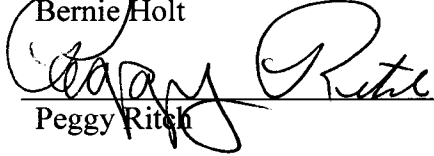
Mays Kakish



Mike Green



Bernie Holt



Peggy Ritch

CSLA

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: SENIOR FOOD PRODUCTION WORKER II (RANGE 13)

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform responsible large quantity food preparation work in an assigned control center in the Central Kitchen including baking, quick chill, ingredient room, cook and serve salads and sandwich preparation or test kitchen; provide technical assistance and guide assigned workers in the proper use of specialized large quantity food production equipment; assist in coordinating work to meet production schedules and perform occasional special event activities, including large quantity cooking, food presentation, assist in event set up and teardown, service and transport.

REPRESENTATIVE DUTIES:

Receive daily production assignments, quantities and schedule from the unit supervisor. *E*

Check ingredients and recipes; weigh and measure ingredients according to established standards and recipes. *E*

Load food onto carts and place carts in appropriate food storage areas; work in alternating hot and cold areas. *E*

Provide technical assistance and guide assigned workers in the proper use of specialized large quantity food production equipment; assist in coordinating work to meet production schedules; notify the supervisor of performance problems, production problems, equipment malfunction and the need for supplies. *E*

Operate mobile conveyor, commercial ovens, slicers, cutters, mixers and steam jacketed kettles, cook tank, food pumps, packaging equipment, chillers, control panels and scales; disassemble, clean and store equipment. *E*

Prepare routine production reports. *E*

Assemble specialized large quantity production equipment required to complete work assignments. *E*

Prepare, assemble, cook and bake a variety of food items, including, salads, baked goods, vegetables, breakfast, lunch and dinner entrees, side dishes and sandwiches. *E*

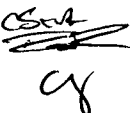
Load and transport food on occasion to various catering locations. *E*

Set up, serve and breakdown the food preparation lines and serving areas. Ensure proper stock levels are maintained at serving tables. *E*

Sr. Food Production II

E = Essential Duty

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Verify preparation of requisitioned quantities of product; check products during production and upon completion for conformity with standards; package finished products for storage and transport, affixing proper labels on packages. *E*

Perform varied hot and cold food production, assuring departmental standards for safety, sanitation and quality. *E*

Maintain assigned production area in a clean and orderly condition. *E*

Test new products, equipment and new uses for equipment as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Large quantity food preparation equipment and methods.

Basic arithmetic and measures.

Principles, practices, procedures and methods of food safety (i.e. sanitation, storage, handling and temperature monitoring) and serving food in large quantities.

Commercial kitchen appliances, equipment and utensils.

Department standard for product quality, safety and sanitation.

Safe work practices.

ABILITY TO:

Operate large quantity food production equipment with skill and efficiency. Plan and layout work to meet production schedules.

Measure ingredients and make mathematical calculations accurately.

Prepare routine reports.

Conform to rigid sanitation and wear protective clothing.

Communicate effectively both orally and in writing.

Understand and follow oral and written instructions.

Establish and maintain cooperative and effective working relationships.

Meet schedules and timelines.

Drive District vehicles

Learn and follow HACCP, health and sanitation requirements

Follow rigid sanitation standards must be adhered to and protective clothing must be worn.


EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and three years of commercial/industrial food preparation experience in baking, cooking, salads and sandwich making.

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LICENSES AND OTHER REQUIREMENTS:

Maintain a valid Food Handlers Card.

Possession of a valid California Driver's License.

WORKING CONDITIONS :

ENVIRONMENT :

Food service environment.

Exposure to heat and cold as well as noise from exhaust fans, equipment and machinery.

PHYSICAL ABILITIES:

Heavy physical labor

Lifting objects up to 50 pounds

Bending at the waist, kneeling or crouching.

Carrying, pushing or pulling.

Standing for extended periods of time.

Hearing and speaking to exchange information in person and on the phone.

Seeing to read various materials

Dexterity of hands, wrists and fingers to operate equipment.

HAZARDS:

Exposure to very hot foods, equipment, and metal objects.

Exposure to sharp knives and slicers.

Sr. Food Production II

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