



Texas City Independent School District  
P.O. Box 1150 Texas City, Texas 77592

Human Resources

(409) 916-0107

**Cafeteria Monitor**

Job Description

December 2016

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**Reports to:** Principal

**Exemption Status/Test:** Nonexempt

**JOB DESCRIPTION:** Responsible for monitoring student behavior during meal service. Assists with the cleanliness of the cafeteria, assists with recycling, and assists with the flow of meal service. Work is performed under the general supervision of the principal with consultation from the Food and Nutrition Services Department.

**DUTIES AND RESPONSIBILITIES:**

- Manages students during meal service (behavior problems will be referred to the teacher or principal according to guidelines established by the individual school site).
- Communicates with students and school staff in a positive and professional manner utilizing appropriate customer service and interpersonal skills.
- Circulate throughout the cafeteria or in areas where meals are served and/or eaten assisting students who need assistance.
- Assists with the cleanliness of the cafeteria.
- Dismisses classes in an orderly manner at the scheduled time.
- Encourage good table manners.
- Participates in training sessions, meetings, and scheduled cleaning days as requested.
- Performs other duties as assigned.

**MINIMUM/REQUIRED QUALIFICATIONS:**

- Able to follow instructions and complete tasks efficiently.
- Physically able to perform duties assigned at sufficient speed.
- Effective communication skills.

**DESIRED QUALIFICATIONS:**

- Functional skills in reading and writing English.
- Knowledgeable about meal pattern requirements; understands federal, state, and local program regulations.
- Knowledge of proper food safety and sanitation procedures for food service.
- Mature ability to use judgment and be dependable.