

Food Science Laboratory Assistant

GENERAL DUTIES

Performs food science related laboratory functions and other technical duties in support of coursework.

- Under supervision from the Chief CLT, performs miscellaneous clerical, administrative, laboratory and vegetable garden duties.
- Sets up, maintains, and organizes student food laboratories
- Assists students with setting up the cooking area and other recipe related tasks, with the use of equipment and materials
- Upholds food service appropriate safety and hygiene standards
- Maintains required documentation related to laboratory activities and cleaning schedules
- Upkeeps equipment cleanliness as well as storage and supporting
- Maintains records of equipment and material/supplies inventories.
- Washes and stores equipment and materials to appropriate storage areas.
- Records incident reports and notifies supervisor Chief CLT

Responsibilities include but are not limited to:

Provide instructional support for the use and care of culinary systems, lab policies and equipment by faculty with the application said systems and equipment in their classrooms.

Maintain kitchen equipment and materials in support of food science labs. Also, responsible for maintaining inventory of equipment, food and general operation supplies.

Preserve kitchen area and surrounding spaces clean and appropriately set up.

Sustain laundry area clean and secure

Provide appropriate (food science hygiene and procedures), support and assistance for students and faculty in the food science lab.

Log and document problem report, if needed.

Convey inventory needs and food orders with Chief CLT.

Identify problems regarding food science labs, receiving and storing processes, inventories and their operating environments, document findings and follow-up to assure problems are resolved.

OTHER QUALIFICATIONS

Preferred Qualifications:

ServSafe Food Safety and NYC DOH Food handler's Certification (or acquire within 2 months of hire)

Experience in food service industry, restaurant or catering management a plus.

Good interpersonal, communications, presentation, organizational and technical skills.

COMPENSATION

About \$16.00 per hour. 20/hours week.

Will be asked to work afternoons and some weekends.

BENEFITS

CUNY offers a comprehensive benefits package to employees and eligible dependents based on job title and classification. Employees are also offered pension and Tax-Deferred Savings Plans. Part-time employees must meet a weekly or semester work hour criteria to be eligible for health benefits. Health benefits are also extended to retirees who meet the eligibility criteria.