

**GREAT MEADOWS REGIONAL  
BOARD OF EDUCATION**

**JOB DESCRIPTION**

**TITLE:**                      **CAFETERIA CASHIER**

**QUALIFICATIONS:**

1.        Successful experience working with elementary school children
2.        Effective problem-solving, human relations, and communication skills
3.        Ability to accurately account for funds
4.        Required criminal history background check

**SUPERVISES:**                      The lunchroom activities under the directions of the building principal and assigned detaching staff.

**JOB GOAL:**                      To assist in the maintenance of an orderly, safe and pleasant atmosphere in the cafeteria by helping and supervising students at mealtime.

**PERFORMANCE RESPONSIBILITIES:**

1.        Assists children with money and operates the cash register during two lunch sessions.
2.        Counts and wraps money for the day
3.        Clears the register for the day.

**TERMS OF EMPLOYMENT:** Appointed Annually

**EVALUATION:** Performance of this job will be evaluated in accordance with state law and the Provisions of Board policy and completed annually by the Principal

Revised: Dec. 17, 2019

Employee Signature