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Minimum Qualification Specifications for the Class:

SCHOOL BAKERExperience Requirements:

Except for the substitutions provided for in this specification, applicants must have had work experience of the kind, amount and quality described below.

Specialized Experience: Six months of work experience as an apprentice or helper in a kitchen where the applicant has acquired some skill in baking by assisting with such tasks as weighing, measuring and combining ingredients, mixing dough for simple baked products, shaping dough for rolls, etc.

Quantity Baking Experience: One year of work experience as a baker where baking was done in large quantities. Such experience must demonstrate basic proficiency in quantity baking as evidenced by the possession of knowledge of types of ingredients used in baking, their properties, functions and substitutions, if any; standard procedures for measuring and combining ingredients used in increasing/decreasing recipe proportions and calculating baking times for non-standard batch sizes (e.g. 8 dozen cupcakes rather than 2 sheet cakes); and actual hands-on experience in producing a variety of baked goods on a large scale basis. The overall knowledge and experience must conclusively demonstrate the applicant's ability to perform quantity baking required for the school lunch program.

Experience in the daily production of baked goods in a restaurant, hotel, hospital, school or institution which included actual hands-on experience in the several phases of the preparation of baked goods on a large quantity basis is qualifying.

Experience which is limited to serving, cleaning, washing dishes or to only one phase of cooking such as fry cooking or to other kinds of work not affording the opportunity to acquire the skills and knowledge of quantity baking is not qualifying. Further, experience in only weighing/measuring ingredients or shaping dough is non-qualifying. Applicants must have had experience in the whole process of quantity baking.

Other Requirements:

In addition to the Specialized and Quantity Baking Experiences required, applicants must demonstrate the ability to read, write and understand oral and written English, follow oral and written instructions, and perform simple arithmetic. Such abilities may be demonstrated by graduation from high school or work experience which required the cited abilities. This experience may have been gained concurrently with, or separate from, the required Specialized and Quantity Baking Experiences.

Substitutions Allowed:

Successful completion of a substantially full-time curriculum at an accredited technical school, community college or university which included course work in quantity or commercial baking may be substituted for the Specialized and/or Quantity Baking Experience on a month-for-month basis. The course work should have included study and development of skills in quantity baking such as understanding of terminology, methods and techniques; reading and understanding recipes and modifying proportions; types of baking ingredients, their properties and functions; use of tools, their care and maintenance; and hands-on experience in producing yeast and quick breads, pastries, cookies, cakes, pies and other baked goods commonly served in hotels and restaurants on a large-scale basis.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that applicant has the ability to perform the duties of the position for which applicant is being considered.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests:

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position with or without reasonable accommodation.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the Superintendent or designee.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is an amendment to the minimum qualification specifications for the class SCHOOL BAKER, approved on 09/29/06

DATE APPROVED: AUG 04 2008

EFFECTIVE DATE: 8/04/08



Sheri Lee
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Office of Human Resources