

Alberta's Health Regions and Voluntary Organizations and the Health Sciences Association of Alberta (HSAA)

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Dietary Technologist II**

Date Updated: **May 20, 2008**

Job Summary:

The Dietary Technologist II is responsible for the day-to-day operations of the Food Services Department, including supervision of the Dietary Technologist I's, Food Services staff and multiple sites as assigned.

Work at the Dietary Technologist II level is differentiated from work at the Dietary Technologist I level by the coordination of daily operations and additional supervision of staff.

Key Responsibilities and Typical Duties:

In addition to the duties of the Dietary Technologist I, the Dietary Technologist II:

Core Duties

- Coordinates the assessment, planning, implementation and evaluation of food presentation, service and portion control.
- Coordinates, prioritizes, monitors and participates in the work of cooks and other subordinate staff.
- May develop site specific "Master" menu/long-term meal plans, meeting Dietitian/Registered Nutritionist approval.
- Initiates quality assurance activities and ensures health and safety and infection control guidelines are followed.
- Purchases or requisitions food, equipment and supplies.
- Monitors department expenditures and provides input to annual department budgeting.
- Assists with development review and revision of standards, policies and procedures.
- Participates in the development and implementation of quality improvement programs.
- Contributes to the standardization of regional menus.

Leadership

- Provides training and orientation to Dietary Technologist students.
- Participates in the recruitment, selection, orientation, training, evaluation and initial stages of discipline of staff.
- Schedules work and arranges for replacement staff.
- Provides recommendations for budget purposes.

Decision-Making

- Evaluates new procedures and equipment.
- Resolves issues referred by Dietary Technologist I's, and Food Services staff or refers them to the appropriate individual(s).
- Provides functional/collegial guidance to staff.

Knowledge:

Education

- Diploma from a recognized Food and Nutrition Management Program.

Additional Qualification/Designations/Certifications

- Requires a Food Safe Certificate.

Registration Requirements

- May require membership with the Canadian Society of Nutrition Management (CSNM).

Working Conditions:

Physical Demands

- Some lifting required.
- Required to stand or sit for extended periods of time.
- Extensive computer work.

Work Environment

- Primarily clean, air controlled indoor environments.
- Exposure to kitchen noise and heat.
- May be required to wear personal protective devices.
- Travel in all weather/road conditions.
- Potential exposure to chemicals and/ or biohazardous materials.