

PART I

HAWAII HEALTH SYSTEMS CORPORATION  
STATE OF HAWAII

Class Specifications  
for the Class:

KITCHEN HELPER

Job Code: 9.450, Pay Grade: BC02  
Bargaining Unit 1

Duties Summary:

Performs routine manual work in a kitchen for the preparation and serving of meals; cleans kitchen and dining room areas; washes and cleans kitchen utensils and equipment; and performs other related duties as assigned.

Distinguishing Characteristics:

This class differs from that of Cook I in that the Kitchen Helper is primarily concerned with assisting in the preparation of raw and processed food for cooking and serving of meals, and may cook starches or similar simple food items; whereas the Cook I is primarily concerned with assisting others in cooking at a cooking station and cooks designated entrees and other principal meal items as a regular and continuous work assignment.

This class differs from the class Cafeteria Helper in that the Kitchen Helper performs work in an institution or hospital kitchen serving three main meals daily; whereas the class Cafeteria Helper performs work in a school cafeteria serving mainly hot lunches.

Examples of Duties:

Assembles pantry foods, cleans and slices vegetables, and sets up meal trays; assembles salads, desserts, and sandwiches; prepares toast, beverages, and other simple foods such as poi, rice, and cereals; portions out individual servings in the kitchen or cafeteria tray lines; weighs servings and assembles weighed diets; receives, checks, and stores incoming supplies; sweeps and mops kitchen and dining room areas; washes and dries pots, pans, plates, and other kitchen utensils and equipment; cleans refrigerators, stoves, and other kitchen equipment and appliances; may instruct others in washing pots and pans, cleaning refrigerators and other equipment and appliances, sweeping and mopping floors, and other kitchen tasks; may observe and report on the unusual behavior or condition of patients in the course of work activities; may occasionally serve as assistant cook.

Knowledge and Abilities Required:

Knowledge of: Preparation of raw and processed food to be cooked; methods, materials, and equipment used in cleaning kitchen equipment, appliances and utensils; kitchen safety and sanitation requirements; personal hygiene.

Ability to: Learn quantity cookery; operate kitchen equipment and appliances; measure food servings and serve food; give and receive oral and written instructions; work cooperatively with others; tolerate kitchen heat and noises; perform heavy lifting, moving and carrying typical of the class.

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This is an amendment to the class specifications for the class, KITCHEN HELPER, to amend Part I and move the Minimum Qualification Requirements to Part II, effective May 15, 2026.  
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APPROVED: May 15, 2026

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JUANITA LAUTI  
Vice President & Chief Human Resources Officer