

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

DIETITIAN

POSITION CODE: 12510
Effective: 07-01-2004

DISTINGUISHING FEATURES OF WORK:

Under general supervision, interprets diet prescriptions and plans and prepares modified diets and menus; directs dietary personnel in the preparation and serving of foods; assists in directing dietetic education programs and teaches basic food and nutrition principles to dietary personnel and nurse aides; may participate in dietetic research programs and projects.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Plans modified diets and menus to conform with patient medical care programs; instructs food service personnel in the preparation and serving of foods; prepares menus to meet modified diet requirements and integrates them with basic master menus.
2. Assists in directing dietetic educational programs and teaches basic food and nutrition principles to dietary personnel and nurse aides; instructs outpatients regarding propriety of diets; advises nursing personnel in feeding and portion control techniques.
3. Requisitions foods, supplies and equipment and maintains food service records and prepares related reports.
4. Maintains proper sanitation and safety standards in preparing, serving and storing of foods.
5. May participate in dietetic research programs and projects.
6. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of four years college with courses in dietetics.

May require possession of a valid Illinois Food Service Sanitation Certificate.

Requires possession of a Dietitian License from the Department of Professional Regulation.

This class is included as an Upward Mobility Program credential title.

DIETITIAN (Continued)

Knowledges, Skills and Abilities

Requires working knowledge of a large-scale food service program.

Requires working knowledge of dietetics and food services management, including nutritional values, costs and accounting.

Requires working knowledge of modern methods, materials and appliances used in large-scale food preparation and service.

Requires working knowledge of health and sanitary requirements applicable to a large-scale food service.

Requires ability to plan modified diets and menus.

Requires ability to instruct personnel assigned to the food service.

Requires ability to teach basic food and nutrition principles.

Requires ability to direct quantity food preparation and cooking with economy and efficiency.

Requires ability to judge food materials and to make estimates of requirements and requisitions needed food, supplies and equipment.

Requires ability to maintain satisfactory working relationships with other employees of the department.

Requires ability to maintain food service records and prepare related reports.

In addition to English verbal and written skills, candidates may be required to translate, speak and write a foreign language at a colloquial skill level. Some positions may require manual communication skills.