



ALMA PUBLIC SCHOOLS

Job posting

POSITION: Cook

LOCATION: Luce Road

REPORTS TO: Grace Kaczorowski, Food Service Director

REQUIRED QUALIFICATIONS:

Degree/certification:

- High school diploma or its equivalent preferred
- School food service or related institutional food service experience is required
- Meet required background checks

Job requirements, Knowledge, and Skills:

A successful candidate will be able to:

- Assist in the preparation of food.
- Comply with all district, local, and state standards and policies related to food handling.
- Assure that all food is served at the peak of its quality (hot food served hot, cold food served cold). That HACCP procedures are practiced and applicable record-keeping is executed.
- Assist in the cleaning and upkeep of all equipment and food service areas.
- Assist in all food service related tasks (i.e. line serving, cleanup, dishwashing, etc.)
- See that all food is stored properly and utilized properly.
- Process meal transactions, including accurate handling of accounts.
- Assist the Food Service Director in other food service related tasks.
- Work unsupervised and maintain an efficient time schedule.
- Stand for long periods, bend, reach, climb, push, as well as lift 50 pounds.
- Demonstrate safe food handling skills.

A successful candidate will possess:

- Good physical condition and well-adjusted behavior
- The ability to get along well with others; take initiative, and direct the work of others
- Compatible, reliable, and trustworthy characteristics
- Willingness to participate in training programs for food service employees, including health dep. Recognized food service certification
- Knowledge of basic computer skills
- Excellent money handling skills

WORK SCHEDULE:

7:00 a.m. – 2:00 p.m. Monday thru Friday (school year position)

COMPENSATION:

\$12.94/hr.

BEGINNING DATE: As soon as possible

APPLICATION: Interested person should apply in writing to Grace Kaczorowski, Director of Food Service, Alma Public Schools, 1500 North Pine Avenue, Alma, Michigan 48801

Date of posting: 11-2-2023

Deadline Date: Until Filled

A handwritten signature in cursive script that reads "Stacey L. Criner". The signature is written in dark ink and is positioned above a horizontal line.

Stacey Luberda-Criner, Superintendent

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