STAFFORD PUBLIC SCHOOLS
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
March 5, 2020
NON-CERTIFIED POSITION

POSITION:  Head Cook Assistant, Full-time (26.25 hours per week)

LOCATION:  Stafford High School

RESPONSIBILITIES:
- Follows meal pattern requirements per the State of Connecticut Department of Education Child Nutrition Guidelines.
- Prepares daily production meal count totals, which need to be communicated and documented with food service workers.
- Monitors kitchen workers to ensure completion of duties. Assists head cook with staffing issues.
- Communicates with the head cook regarding ordering of menu items.
- Assists the head cook with monthly inventory and ordering of all in-house products.
- Operates a cash register and/or a computer. Recounts daily deposit for accuracy.
- Required to substitute for head cooks districtwide. Must be Serv-Safe Certified
- Has the ability to regularly lift 30 to 50 pounds
- Displays a positive and courteous attitude.
- Maintains confidentiality of student/staff school related information at all times.
- Performs other duties as assigned by Supervisor of Food Services or Head Cook
- Follows all Board of Education policies

HOURLY RATE OF PAY:  $13.14

AVAILABILITY:  March 18, 2020

CLOSING DATE:  Until Filled

Interested candidates should apply on-line (link available at www.stafford.k12.ct.us> Employment Opportunities) and include a resume and three (3) letters of reference.

ONLY COMPLETE APPLICATION PACKETS WILL BE CONSIDERED.

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Posting #30 [CC# 307]