

## Port Orford-Langlois School District 2CJ

### JOB VACANCY - Food Prep Assistant

**Position:** Food Prep Assistant/Assistant Cook  
**Effective:** August 22, 2022  
**Building:** Driftwood School  
**Hours:** M-F, 7:00 am to 2:30 pm (35 hours weekly). This is a 10-month position paid over 12 months.  
**Salary Range:** \$14.01 - \$15.28 per hour, depending on experience; benefits package  
**Final Filing Date:** Open Until Filled

#### **Qualifications and/or Requirements:**

- Assist the Head Cook in planning and serving students attractive and nutritious meals in an atmosphere of efficiency, cleanliness and warmth.
- Knowledge of, experience in or ability to learn the procedures, materials, equipment and tools used in food service work.
- Knowledge of, experience in or ability to learn applicable safety rules and requirements for maintaining a clean and safe kitchen.
- Possess or have the ability to obtain a valid first aid card.
- Possess or have the ability to obtain and maintain a food handler's permit.
- Ability to lift up to 50 pounds and to work the majority of the time standing. Some bending, stooping and crouching required.

**Reports to:** Building Principal  
**Supervises:** None  
**Job Goal:** To serve children attractive and nutritious meals in an atmosphere of efficiency, cleanliness and warmth.

#### **Performance Responsibilities Include:**

- Prepare food according to the planned menu to meet mandated nutritional requirements.
- Serve food. Assist students as they receive their meals.
- Prepare dish washing area to receive dishes, pots and pans. Wash dishes. Store items and equipment. Perform cleaning tasks in compliance with current health and sanitation standards.
- Stack and load supplies and equipment. Assist in transporting food to other school locations.
- Follow all safety rules.
- Perform other responsibilities and duties as assigned.

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Mail: P.O. Box 8, Port Orford, OR 97465; or  
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