

Port Orford-Langlois School District 2CJ

JOB VACANCY - Food Prep Assistant

Position: Food Prep Assistant/Assistant Cook
Effective: September 2023
Building: Driftwood School
Hours: M-F (40 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 (pending union negotiations, it is expected this rate will increase.)
Final Filing Date: September 20, 2023

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.

Internal candidates will be given priority consideration.

Please complete a classified application located on our website www.2cj.com and return to Stephanie Smith (541-348-2455) via email: (stephanie.smith@2cj.k12.or.us) or
Mail: P.O. Box 8, Port Orford, OR 97465; or
In Person: District Office located at 45525 Highway 101, Sixes, OR 97476