



H O P K I N S P U B L I C S C H O O L S

AT A GLANCE

M I S S I O N

Inspiring and empowering students to develop character and skills to pursue future successes.

K E Y F A C T S

1,426

STUDENTS IN
THE DISTRICT

FOUNDED IN

1844

SCHOOLS IN
DISTRICT

HOPKINS ELEMENTARY
SYCAMORE ELEMENTARY
HOPKINS MIDDLE SCHOOL
HOPKINS HIGH SCHOOL

97 TEACHERS

91 SUPPORT
STAFF

EXTRACURRICULARS:

FFA
ROBOTICS
MUSICAL
ELEMENTARY CHOIR
MIDDLE SCHOOL ART
CLUB
QUIZ BOWL

47

ATHLETIC
TEAMS IN
DISTRICT

57%

CURRENT 11TH AND 12TH
GRADES ATTENDING
CAREER TECH CENTER

PROGRESS
MONITORING
TOOLS:

K-8 NWEA
9-11 SAT SUITE

19.5 MILLION

ANNUAL BUDGET

30%

STUDENTS QUALIFY FOR
FREE/REDUCED LUNCH

AVERAGE # OF
YEARS FOR HPS
TEACHING STAFF:

11.28

\$22,100

AMOUNT OF LOCAL
SCHOLARSHIPS
PROVIDED TO
SENIORS LAST YEAR



INTERNAL/EXTERNAL JOB POSTING

HOPKINS PUBLIC SCHOOLS

400 Clark Street
Hopkins, MI 49328
269-793-7261
FAX 888-557-7919
www.hpsvikings.org

HOPKINS HIGH SCHOOL

333 Clark Street
Hopkins, MI 49328
269-793-7616

HOPKINS MIDDLE SCHOOL

215 Clark Street
Hopkins, MI 49328
269-793-7407

HOPKINS ELEMENTARY SCHOOL

400 Clark Street
Hopkins, MI 49328
269-793-7286

SYCAMORE ELEMENTARY SCHOOL

2163 142nd Avenue
Dorr, MI 49323
616-681-9189

Food Service Worker

BUILDING

- Hopkins Elementary School

REPORTS TO AND EVALUATED BY

- Food Service Manager

DESIRED QUALIFICATIONS

- Ability to work unsupervised and self-motivated
- Ability to make decisions and accept responsibility
- Ability to work effectively and accurately under pressure situations
- Strong customer service skills, math skills, computer skills and communication skills
- Speed and accuracy during all aspects of job duties

RESPONSIBILITIES

- Responsible for food preparation and stocking for lunch service
- Food Prep / Dishwashing / Cashier / Main Line Service
- Communicate with principal, supervisor, students, staff and public
- Help with lunch room serving and cleanup (dishes) in buildings, as assigned by Supervisor
- Computer skills, math skills and experience with Meal Magic POS system
- Able to learn other kitchen positions in order to cover in case of absence or other reason
- Other duties as assigned

BENEFITS

- As detailed in the current kitchen staff contract

TERMS OF EMPLOYMENT

- 9:15am-1:15pm

APPLICATION PROCEDURES

- **EXTERNAL candidates**
Please visit www.hpsvikings.org and use the APPLITRACK online application process found under District -> Job Postings
- **INTERNAL Candidates:**
Send resume and letter of interest to Rhonda Sapp, Food Service Manager

POSTING DATE

September 4, 2025

APPLICATION DEADLINE

Until Filled

The Hopkins Public School District Board of Education complies with all federal and state laws prohibiting discrimination on the basis of race, color, national origin, sex, (including sexual orientation or gender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Superintendent of Schools, Hopkins Public Schools 400 Clark Street, Hopkins, MI 49328 Phone: (269) 793-7261