

LAKEVILLE COMMUNITY SCHOOLS

11107 Washburn Road
Otisville, MI 48463

NOTICE OF A VACANCY **INTERNAL/EXTERNAL**

Applications are now being accepted for the following positions:

Traveling Cook's Aide **LakeVille Community Schools**

Internal/External Candidates

Make an application to Krintine Clark, Child Nutrition Assistant at
kmclark@lakevilleschools.org

Position: Traveling Cook's Aide

Hours: 5.0 Hours & Times may fluctuate daily

Location: LakeVille Community Schools

Rate of Pay: \$14.66 Cooks Contract
\$14.21 Probationary Rate

Starting Date: 2025-2026 School Year

Reports to: Head Cook

Primary responsibilities: Duties as assigned by the Head Cook

**Requirement: Must be willing to attend and complete food service classes given by G.I.S.D.
or another designed place.**

Qualifications:

1. Ability to cooperate with head cook and other employees.
2. Ability to adapt to changing needs in the kitchen.
3. Ability to maintain high interest in accomplishing assignments.
4. Ability to offer improvements in job assignment.
5. Willingness to follow new methods when assigned.
6. Ability to carry out instructions.
7. Must be punctual.
8. Must maintain a good attendance record.
9. Must take pride in preparing and serving food.
10. Must work neatly and carry out assignments.
11. Must be neatly dressed and well groomed.
12. Must be able to work extra hours if required.
13. Must be willing to take training and operate a cash system.

- 14. May be responsible to count money correctly.
- 15. May have to submit to random drug testing.

(Excerpt from Master Contract) - “Senior employee making application shall be transferred to fill the vacancy or new position provided he/she has the necessary qualifications to perform the duties of the job involved.”

