Notification of Posted Position

Kitchen Aide

Dowdall Elementary School

$18.12/hour

27.5 hours per week, Monday-Friday 8:00 am-1:30 pm, Student days plus additional training days

Our employees are part of the Michigan Public Schools Employees Retirement System!

Qualifications:

- High School diploma or equivalent required
- Demonstrate mental/physical ability and stamina to successfully perform assigned responsibilities
- Experience in a school food service program
- Ability to work with numbers, must have good math skills
- Willing to attend relevant training classes and workshops in order to perform assigned duties
- Must have good public relations skills
- Successfully pass a live scan criminal background check

Responsibilities Include:

Kitchen Aide:

- Duties assigned but not limited to the areas of assembling and serving sandwiches, setting up serving lines or salad bars, operating the POS System, dishwashing, and cleaning.
- Other duties might include food preparation and general cleanup.
- Abide by all state and local health and safety regulations
- Report any and all unsafe or hazardous conditions
- Be well informed on current and future food service procedures, policies, and regulations
- Must be able to work well with students and staff
- Perform any other duties as assigned by Director or Head Cook

Cashier:

- Financial reports for the lunch program
- Receiving and properly recording all lunch sales
- Must be able to recognize a reimbursable meal
- Must be able to work well with students and staff
- Perform any other duties as assigned by Director or Head Cook

Application Process

External applicants will submit their application through the Mid-Michigan Area Public Schools Consortium (MMAPS), Job ID 34950.

Internal applicants can submit a letter of interest to Jarvis Richardson, Director of Food Service.



The Kearsley Board of Education complies with all Federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of the Kearsley Board of Education that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to, discrimination in any program or activity to which it is responsible or for which it receives financial assistance from the U.S. Department of Education.

Must be posted in three places