

KENNEDY CATHOLIC HIGH SCHOOL

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www.kennedyhs.org



ST. BERNADETTE'S GIRLS DORM COOK

2026-2027 SCHOOL YEAR

ABOUT KENNEDY CATHOLIC

Kennedy Catholic High School is a private Catholic high school located in Burien, Washington. It is the mission of Kennedy Catholic to cultivate a diverse community of learners who encounter Christ, pursue excellence, and lead with love.

JOB SUMMARY

The Girls Dorm Cook manages all aspects of food service operation at the St. Bernadette's Girls Dorm. The Dorm Cook plans menus, schedules, orders food, maintains inventories, maintains dining hall, and cleans and maintains sanitary conditions for the kitchen, dining hall, and related areas. The Dorm Cook also interacts appropriately with dorm occupants in a variety of situations using appropriate positive behavior management techniques.

During the regular school year, on school days, the Dorm Cook will prepare dinner for all dorm students (approx. 20-26 students and approx. 2-3 dorm parents/supervisors). During weekends during the school year except for winter and summer breaks, the Dorm Cook shall prepare lunch and dinner for all dorm students and dorm parents/supervisors.

QUALIFICATIONS

- Must be biologically female
- Minimum 25 years of age
- Minimum of two years in menu planning food service planning and management
- Minimum of two years' experience in actual culinary operations and cooking diverse cuisines - must include a wide range of Asian and ethnic dishes
- Must hold required state health and food handling permits and licenses or be able to obtain one
- Must be able to successfully pass background check and no adverse driving record
Ability to lift and move food, supplies, and equipment up to 25 lbs
- Able to read menus, weights, and measures
- Able to verbally communicate effectively with staff, co-workers, and students
- Ability to teach and supervise students and adults

- Demonstrated ability to successfully handle conflict resolution at all levels with a variety of people, including external customers
- Ability to communicate the written and spoken word with tact, diplomacy, and/or authority when necessary
- Well disciplined, able to meet deadlines
- Able to work under pressure of many priorities and deadlines
- Ability to work well as a part of a team

COMPENSATION & BENEFITS

- Compensation range depends on experience (\$28-32 per hour)
- Eligible for benefits - Medical, dental, vision, retirement, and life insurance through the Archdiocese of Seattle

TO APPLY

- Visit the Office of Catholic Schools website at:
<https://www.applitrack.com/seattlearch/onlineapp/default.aspx?all=1> An application must be completed on this site prior to hire.
- Email cover letter and resume to apply@kennedyhs.org
- Applications will be reviewed on a rolling basis until the position is filled