

BRIDGEPORT-SPAULDING COMMUNITY SCHOOL DISTRICT
An Equal Opportunity Employer
VACANCY NOTICE

CLASSIFIED

1 General Kitchen Helper – Martin G. Atkins School

5 hours per day (6:15 – 9:15 A.M. and 10:45 A.M. – 12:45 P.M.)*

**Hours subject to change*

Education and/or Experience:

High school diploma or general education degree (GED), previous experience with quantity food preparation and service. Completion of State, Department of Education, or School Food Service Statewide Training Program or willing to complete in a timely manner in accordance with Board policy.

Essential Duties and Responsibilities: (Other duties may be assigned.)

Assists with quantity food preparation.
Assists with the daily cleaning of all kitchen equipment to ensure cleanliness and sanitary conditions are met.
Sets up and breaks down serving lines (salad bar, hot food, ala carte etc).
Operates French fryer, cash register.
Counts money, makes change, complete related reports.
Responsible for security of food and supplies including revenue.
Ensure that all equipment in the cafeteria area is in safe, working condition, and notifies the appropriate authority when repairs are needed.
Maintains accurate production records conforming to federal/department guidelines.

Application Deadline:

January 10, 2018

Send Letter of Application To:

Human Resources
Bridgeport-Spaulling Community School District
4691 Bearcat Blvd., P.O. Box 657
Bridgeport, Michigan 48722-0657

Or email to:

johnsonr@bscs.k12.mi.us

Non-Discrimination Policy

It is the policy of the Bridgeport-Spaulling Community School District that no person shall, on the basis of race, color, religion, national origin or ancestry, sex, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. Inquiries or allegations of discriminatory practices within the District should be directed to: Director of Human Resources, Bridgeport-Spaulling Community School District, 4691 Bearcat Blvd. -- P.O. Box 657, Bridgeport, Michigan 48722-0657 Phone: 989-777-1770.