



October 6, 2011

CODE: 7241

VACANCY NOTICE

Applications are being accepted for the position of:
COOK/BAKER
CRAVENS ELEMENTARY SCHOOL

QUALIFICATIONS:

1. High School Diploma or GED
2. State Certification for Food Service
3. Pleasing personality and ability to project good public image
4. Possess basic math skills
5. Experience in area of food service desired

RESPONSIBILITIES:

1. Prepare and cook vegetables and other foods.
2. Assist in determining appropriate quantity of food items for cooking and baking; adjust and extend recipes as needed; maintain food quality standards including appearance, and nutritional requirements.
3. Monitor temperatures of food to assure safety and quality standards are met; monitor water temperatures to assure proper temperature for sanitizing.
4. Serve food according to established guidelines and replenish serving containers as needed.
5. Clean cafeteria equipment, utensils and appliances and store food supplies; assure compliance with kitchen sanitation and safety procedures and regulations; clean refrigerators and storerooms as required.
6. Assist in storing unused food and supplies; dispose of unusable leftovers; utilize proper methods of handling foods to be stored.
7. Operate a variety of standard kitchen utensils and equipment including slicer, chopper, mixer, steamer, fryer, dishwasher, electric warmer, range, oven, pressure cooker, dishwasher and other cafeteria equipment as required.
8. Assist with inventory and maintain routine records as directed; prepare records of foods cooked and foods left over.
9. Prepare and cook food for special events as needed; assist at banquets or special events as required.
10. Perform general duties assigned by the manager.

OTHER FACTORS:

1. 6 hours per day; 182 day work year
2. Food Service Salary schedule
3. Classified benefits package

Apply on-line at www.owensboro.kyschools.us or request an application from:

Owensboro Board of Education
Receptionist's Desk
1335 W. 11th Street
Owensboro, KY 42301
(270) 686-1000

This notice expires October 13, 2011 or until filled.