

POSTING

**HOLYOKE PUBLIC SCHOOLS
HOLYOKE, MASSACHUSETTS**

POSTING # CAF2009209

- POSITION:** Assistant Cook (until June 22nd)
- LOCATION:** Morgan School Cafeteria
- HOURS:** 7 Hours per Day (6:30 a.m. to 1:30 p.m.)
- RESPONSIBILITIES:**
1. Willingness to assume all of the Cook's duties during short and long term absences.
 2. Learning all the paperwork that is required by F.S.D.
 3. Handling cash for student and/or adult meals.
 4. Checking off names on class rosters at point of sale.
 5. Assisting Cook in preparation of student and adult meals (including being able to prepare all meals and desserts on the menu without the assistance of the Cook).
 6. Helping to prepare and serve breakfast to students and staff.
 7. Completing paperwork as assigned by the Cook, including inventories, weekly sales reports, orders and production records.
 8. Supervising kitchen sanitation on a daily basis directed by the Cook.
 9. Guest Service.
 10. Other duties as assigned by the Cook or F.S.D.
- REQUIREMENT:** Applicants will be required to take Serv-Safe Sanitation Course.
- AVAILABLE:** Immediately
- SALARY:** As established by Holyoke Cooks and Cafeteria Workers Association Contract
- APPLICATION:** Apply online by visiting www.hps.holyoke.ma.us "Employment Opportunities" posting number required.
- CUT-OFF-DATE:** April 16, 2010/Available until filled

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