

HUDSON CITY SCHOOL DISTRICT
HUDSON, NEW YORK

ANTICIPATED VACANCY

SUMMER FOOD SERVICE PROGRAM

POSITION: 1-SUBSTITUTE OPERATIONAL STAFF

LOCATION: MC SMITH INTERMEDIATE SCHOOL

EFFECTIVE: JULY 5, 2017 – AUGUST 11, 2017

**HOURS PER DAY: AS NEEDED (MONDAY-FRIDAY)
(7:00 A.M. – 1:00 P.M.)**

SALARY: \$12.50 PER HOUR

JOB DESCRIPTION: (SEE BACK OF POSTING)

Interested Applicants (not already employed by HCSD): Please submit a non-instructional employment application and three completed reference forms (at least one reference should be an employment reference). High School Diploma or equivalent is required. Applicants must be fingerprinted through NYS Education Department and speak, read and write fluent English. Applications and references can be sent by:

- Email: HUDSONCSDJOBS@HUDSONCSD.ORG
- Mail: Sharifa Carbon, School Business Administrator, 215 Harry Howard Ave., Hudson, NY 12534,

Current Employees: Please submit a letter of interest to Sharifa Carbon, School Business Administrator.

Deadline to apply is April 18, 2017. (Please include the posting number **N040317-41** on your correspondence.)

The Hudson City School District hereby advises students, parents, employees and the general public that it offers employment and educational opportunities, including vocational educational opportunities, without regard to sex, race, color, national origin or handicap.

04/03/17

SUMMER FOOD SERVICE PROGRAM

OPERATIONAL STAFF JOB DESCRIPTION

Qualifications:

- **High School diploma or equivalent**
- **Food Service related experience preferred**
- **Willingness and physical ability to lift heavy objects**
- **Ability to endure standing for long periods**

General Statement of Duties: Assists in the preparation and service of food and may perform cooking duties involving a lesser degree of skill than regularly required of employees in the classification of Cook.

Duties:

- **Assists in the preparation of fruits, vegetables, meats, and entrees for cooking and serving**
- **Stock serving lines and clean line after service**
- **Follow HACCP procedures in all areas of prep, service, clean-up and storage of foods**
- **Operates all Food Service equipment following safety/sanitizing requirements**
- **Implements Child Nutrition Meal Pattern requirements**
- **Replenishes daily used items, i.e., napkins, utensils, condiments, etc.**
- **Cleans and sanitizes all serving areas, pots, pans, and other equipment used in food preparation**
- **Take accurate meal counts (at point of service)**
- **Ensure all children eat all meals on site**
- **Other duties as assigned**