



**NOTICE OF VACANCY**

**June 8, 2022 – Internal/External**

<b>Johannesburg-Lewiston Area Schools Cook – 4 hour (2022-2023 School Year)</b>	
<b>Job Summary</b>	Prepare, serve and clean-up meals/food for Federal, State and Local food programs administered by the Food Service Department. Maintain high standards of food production that support the effective delivery of safe, quality food services. Maintain a clean, orderly, and sanitary facility. Ensure that all personal interactions are conducted in an enthusiastic, pleasant, respectful manner.
<b>Qualification Requirements</b>	<ul style="list-style-type: none"> <li>• High School diploma or high school equivalency diploma.</li> <li>• A record free of criminal violations that would prohibit public school employment.</li> <li>• Comply with drug-free workplace rules, board policies, and administrative guidelines/procedures.</li> <li>• Ability to establish working relationships with co-workers and function as part of a cohesive team.</li> <li>• Quantity food production in a commercial kitchen experience preferred but not required.</li> <li>• Ability to count accurately. Possess the basic math skills to calculate production numbers, and customer counts.</li> <li>• Ability to follow posted menus and production sheets. Ability to decipher standardized recipes and produce quality food using recipes. Ability to follow cooking instructions posted by vendors.</li> <li>• Certification in a board-approved sanitation/food safety course, or willingness to obtain shortly after hire.</li> <li>• Ability to comply with nutrition, health and safety laws/regulations which includes enforcement of regulations.</li> <li>• Ability to maintain regular and reliable attendance.</li> <li>• Ability to interact confidently, courteously, respectfully, and pleasantly with customers (students), vendors, and the public.</li> </ul>
<b>Physical Requirements</b>	<ul style="list-style-type: none"> <li>• Ability to maneuver, lift, and carry boxes and kitchen utensils that may be heavy and oversized.</li> <li>• Ability to stand for extended periods of time while repetitiously stretching, bending, and reaching.</li> <li>• Must be able to work at a moderate to fast pace.</li> <li>• Ability to work in a kitchen facility that has a variety of temperatures that range from hot and humid (ovens and dishwasher) to very cold (freezer).</li> <li>• Must report to work in good health. Reference SOP 35-a.</li> </ul>
<b>Essential Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>• Full job description available upon request.</li> </ul>
<b>Wage</b>	Per Wage Scale of the JLESPA Collective Bargaining Agreement
<b>Application Deadline</b>	Until Filled.
<b>Method of Application</b>	All interested candidates should submit a letter of interest and resume to Kathleen Xenakis-Makowski, Superintendent at <a href="mailto:applications@jlas.org">applications@jlas.org</a>
<p>The Board of Education does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. For information, contact: Superintendent, Johannesburg-Lewiston Area Schools, 10854 M32 East, Johannesburg, MI 49751, 989-732-1773.</p>	