

**Trinity Lutheran School
Assistant Cook**

Employment Status: Part-Time hourly

Accountability:

The assistant cook is directly responsible to the head cook and the Principal.

Qualifications:

- Evidences a Christian lifestyle and attitudes.
- Enjoys being with children.
- Be willing to accept supervision and conform to standards set forth by Christian Day School Board
- Be physically and emotionally healthy, punctual, and neat in appearance
- Possess basic knowledge of skills required to prepare and serve daily lunches in accordance with nutritional standards.
- Shall complete in-service training as required.
- Shall provide signed authorization for a BCI report including fingerprinting, which upon receipt does not indicate a prohibited criminal conviction.

Responsibilities and Assignments

- Assist in preparing and serving a lunch each day the school is in session and lunch is served.
- Take direction from the head cook in assisting with the cleaning and maintaining of kitchen equipment.
- Assist in accomplishing goals set forth in the head cook's job description as deemed necessary by the head cook and Principal.
- Assume responsibility for the preparation, serving, and cleanup of meals on days when the head cook is absent. A volunteer will be assigned to help the assistant cook on such days.

Work Schedule

The assistant cook's daily hours will be approximately 10am-1pm each day school is in session unless altered by the Principal at the request of the head cook. Two (2) days prior to the first day of classes and two (2) days following the last day of classes are designated for cleaning and preparation

Initial term of service will be a one year agreement with the possibility of renewal for future years. Wages will be paid on an hourly basis for actual time worked only. There will be no paid holidays or compensation for school cancellation days or other days when no lunch is served.

The Christian Day School Board reserves the right to alter the job description based on the needs of the school.

Interested applicants should send a cover letter and resume to Amanda Williams, Principal awilliams@trinitymarysville.org or via mail to:

Amanda Williams, Principal
Trinity Lutheran School
220 S. Walnut Street
Marysville, Ohio 43040