

POSTING

**LAKOTA LOCAL SCHOOL DISTRICT
Human Resources Office**

TO: All Support Staff Members
FROM: Human Resources Department
DATE: March 5, 2025

We are now accepting applications for the following vacancy:

Position: Child Nutrition Floating Cook, .75 FTE

Location: District Wide

Qualifications: High School Diploma or equivalent
ServSafe® Food Safety Program for Managers- Certification must not lapse during employment.

Contract Days: 6 hours per day, 5 days per week, and 184 days per school year calendar.

Salary: Per salary schedule at Lakota, starting salary is \$14.95 per hour based on experience.

Start Date: ASAP

Application Process: Current Lakota employees may apply through **3:00 PM, March 11, 2025**.

Following the review of all internal applicants, Administration will review all applicants who have completed an on-line application at www.lakotaonline.com.
Current Lakota employees must create a user account and application in the Butler County Area Application Consortium to apply for these positions

Application Deadline: **March 11, 2025**

Applicants that are offered positions shall be required to submit to an FBI/BCII criminal background check. Failure to satisfactorily pass the criminal background check based on the discretion of the Board of Education will preclude an individual from employment with the district.

**LAKOTA LOCAL SCHOOL DISTRICT
JOB DESCRIPTION**

Position: Child Nutrition Cook
Department: Child Nutrition
Reports to: Child Nutrition Field Supervisor
Hours: 6 hours per day; 5 days per week
Contract: 184 Days

SUMMARY:

Cooks, preps or assembles food items as necessary for service while utilizing standard recipes and following the Ohio Uniform Food Safety Code.

MINIMUM EDUCATION:

High School Diploma or equivalent.
ServSafe® Food Safety Program for Managers- Certification must not lapse.

EXPERIENCE:

Three (3) years of previous experience in food service programs. Working knowledge of MS Office (Word and Excel,) and Microsoft Outlook calendar.

RESPONSIBILITIES:

- Maintains a positive attitude and works as a cooperative team member.
- Duties will vary from day to day but may include: Following standardized recipes for the creation of food to be sold or served, food preparation, completing paperwork and forms such as temperature logs and production reports, setting up serving lines with food products, intermittent ware washing, reconciling cash drawers, cashiering, serving, laundry, rotating stock using FIFO and LIFO methods, create salads, wraps or other specialty food or side items, following special diet notifications, baking as necessary and cleanup of all food prep areas, storage or cafeteria area.
- Other duties as assigned by supervisor or designee.

EMPLOYMENT REQUIREMENTS:

- Work performed in a cafeteria environment.
- Ability to lift to 50 lbs.
- Bending, Lifting, Twisting and repetitive motion required.
- Valid driver's license required.
- ServSafe® Food Safety Program for Managers- Certification must not lapse.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all job duties that may be performed by a person so classified.

January 2020