

JOB POSTING

POSITION: Part-Time Food Service Assistant

LOCATION: Perry Multi-County Juvenile Facility, 1625 Commerce Drive, New Lexington, Ohio 43764

Position Description: Responsible for maintaining the kitchen, preparing meals, maintaining inventory, and preparing all necessary paperwork for reimbursement. Must be able to provide healthy meals that provide an adequate diet including snack for all residents based on dietary guidelines. Starting rate is \$10.00/hour.

Education/Experience: Must be 21 years of age. Possession of a valid Ohio Driver's License. All applicants must be able to pass required background check, drug screen, pass the Diana screen, and child abuse registry check. Must have experience in institutional, commercial or school meal preparation.

Job Duties:

- Ensure that residents receive at least 2 adequate, healthy, hot meals per day
- Ensure that the kitchen meets applicable sanitation health codes and follows all County Health Department rules and regulations
- Provides medically prescribed diets as ordered by the Physician or nurse as needed by adapting the menu as necessary
- Ensures that there is never more than 14 hours between meals and that at least 3 meals are made available daily.
- Plans and follows a menu for staff and residents that is made available for viewing
- Maintains all records and paperwork required under the National School Food Lunch Association
- Prepares meals for all residents in the facility and staff on duty
- Maintains a healthy and sanitary kitchen and equipment
- Knowledge of basic kitchen tools and equipment
- Ability to plan healthy meals and menus with a variety of options
- Is responsible to assure that adequate food and staples are available for the following shifts or meals
- Ensures the safety and security of all kitchen equipment, food preparation materials and supplies
- Assists in operating the kitchen within the approved budget
- Other duties as assigned

APPLICATION PROCESS:

Apply on indeed: <https://www.indeed.com/job/food-service-worker-3838f36457f31484>

More information about our facility can be found at: pmcjf.com