



White Cloud Public Schools
Building a Tradition of Excellence
www.whitecloud.net

NOTICE OF VACANCY

POSITION: 4-HOUR PART-TIME COOK (INTERNAL/EXTERNAL)

LOCATION: Junior High/High School

POSTING DATE: January 8, 2025

DEADLINE: January 15, 2025

SUMMARY OF BASIC FUNCTIONS & RESPONSIBILITIES:

This 4 hours per day food service position will involve working with the lead person in preparing and serving meals to our students. This position will also require this person to be the backup for one of the other positions when someone is absent. Other duties include but are not limited to: food prep and planning, routine cleaning, running the dishwasher, serving meals, sweeping/mopping and computer work with the POS system. The hours of employment are approximately 9:15 AM – 1:15 PM. These hours may be adjusted as the district needs change.

Educational background and previous experience in food service and sanitation will be considered. The applicant must be able to keep accurate records, show awareness of proper food preparation techniques, portion control and recipe conversions. The successful candidate will be expected to attend State Food Service Training Workshops. The person filling this position must have good attendance.

White Cloud Public Schools is an Equal Opportunity Employer.

Written letter of application should be directed to Monica Traynor, Nutrition Director, White Cloud Public Schools, PO Box 1000, White Cloud, MI 49349.

Deadline for submitting a letter of application: 3:00PM Wednesday, January 15, 2025, or until filled.

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