



JOB POSTING #2 Repost
PLEASE POST

The City School District of Albany
An Equal Employment/Affirmative Action Employer
APSUE Employment Opportunity

Date of Posting: September 11, 2020

Position(s): Cook Manager (2)
Monday – Friday

Location(s): Arbor Hill Elementary School

Requirements: 27.5 hours week/10 months

Salary: \$24,013.15

Deadline for Applying: September 25, 2020 at 4:00 pm

General Statement:

This work involves the preparation and cooking of food on a moderately large scale and the supervision of personnel in the school lunchroom. The work is performed under general supervision of a School Lunch Director or other superior. Supervision is exercised over the work of Cooks, Bakers, Food Service Helpers and School Lunch Cashiers.

Responsibilities:

- Supervises and participates in the preparation and serving of food;
- Supervises the storage and care of foods and supplies;
- Supervises and participates in the cleaning of the kitchen, serving, storage and dining areas and the care of equipment;
- Keeps simple records on food and supplies received and used;
- Keeps employee time records;
- Plans work schedules and rotational assignments;
- May plan menus with attention to nutritional value, acceptability and budgetary limitation;
- Determines requirements and submits requisitions for foods and supplies;
- Performs related work as required.

Minimum Qualifications:

- A) Three years of experience in large scale cooking; OR
- B) Graduation from a regionally accredited or New York State registered two (2) year college with an Associate's Degree in food service administration, dietetics or nutrition and one year of experience in the preparation of food on a large scale; OR

C) Any equivalent combination of training and experience.

How to Apply

E-mail: humanresources@albany.k12.ny.us

Post: City School District of Albany
Office of Human Resources
1 Academy Park
Albany, NY 12207

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