

Job Description

TITLE: Short-Term Lunch Server	SUPERVISOR: Derek Scott, Principal of Academic Innovation
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OVERVIEW:

The Lunch Program server will be directly responsible for coordinating and maintaining the school lunch program at St. John School including the planning, serving, and cleanup of lunch daily. Currently, we are looking for an employee to serve as a short-term substitute beginning **on November 7, 2023, and going through November 24, 2023**. The server works Monday through Friday from 10:30- 1 P.M.

RESPONSIBILITIES:

- Prepare and serve lunches for approximately 50-75 students, Monday through Friday.
- Maintain cleanliness and health standards at all times as required per state law.
- Put into operation accommodations for children with special dietary needs.
- Coordinate with the Cafe Director regarding kitchen use.

QUALIFICATIONS AND EXPERIENCE:

- Minimum of 3 years of experience in food service preferred.
- Strong ability to manage inventory, budgets, and scheduling. Detail oriented and organized.
- Ability to make decisions in accordance with established procedures.
- Must love working with and interacting with students of all ages.
- Strong written and verbal communication skills.

WORK SCHEDULE:

Part-time schedule working 20 hours per week, 9:00am-2:00pm, Monday through Friday during the school year.