
VACANCY LISTING

January 10, 2022

Greenfield Community Unit School District No. 10 is accepting applications for the following position for the 2022-2023 school year:

Full-Time Cook – Elementary

Qualifications and Duties: See attached job description

Rate of Compensation: \$12.00 per hour (subject to increases based on experience)

Work Schedule: 37 ½ hour work week, 181 days per year

Benefits: District paid health insurance up to \$500 per month

Candidates will be considered based upon certifications, qualifications, merit and ability, and relevant experience. The candidate will be interviewed and hired as soon as possible.

(See attached job description)

Please submit letter of application, resume and teaching credentials to:

Greenfield District Office, 311 Mulberry Street, Greenfield, IL 62044

or fax to (217) 368-2724

Deadline for applications: Friday, January 28, 2022

JOB DESCRIPTION

TITLE: Cook

JOB SUMMARY: Responsible for performing skilled work in the preparation and cooking of assigned products in order to meet production dead lines and assume responsibility for their quality.

SUPERVISION: Reports to school food-service manager & Building Principal

PERFORMANCE REQUIREMENTS:

1. Prepares and cooks all food.
2. Follows standardized recipes.
3. Cleans and maintains equipment and facilities.
4. Provides suggestions for improving food quality and general operation of school food-service programs.
5. Operates equipment and performs work tasks in safe and sanitary manner.
6. Ability to stand for long periods of time.
7. Ability to lift and carry up to 45 lbs.
8. Ability to push/pull up to 12 lbs.
9. Other duties as assigned.

QUALIFICATIONS:

Education: High school diploma or equivalent desirable. Licensed by the Illinois Department of Public Health in food service sanitation.

Experience: Experience in quantity food preparation and service desirable.

Skills:

1. Ability to follow written and oral instructions.
2. Ability to solve arithmetic problems.
3. Willing to improve skills through specialized training and experience in quantity food preparation and service.
4. Able to prepare food in large quantities.
5. Able to operate food-service equipment such as convection oven, range, food slicer, mixer and scales.

April 28, 2020