

# GLADSTONE SD 115

## Cooks Helper (2738)

### JOB POSTING

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#### **Job Details**

*Posting ID*                    **2738**  
*Title*                            **Cooks Helper**  
*Description*                Classification: Classified  
    Supervised By: Head Cook  
    FTE: 0.4688 (3.75 hours per day) 10:00AM to 1:45PM

Application Deadline: Open Until Filled  
 Start Date: As Soon As Possible

Salary is based on experience as per the Classified Salary Schedule - level I, plus a comprehensive benefit package.

*Gladstone School District #115 strives to create an inclusive environment that welcomes and values the diversity of our staff and students. We foster fairness, equity and inclusion to create a workplace environment where everyone is treated with respect and dignity. We are most interested in finding the best candidate for the position, and we encourage you to apply. If you are unsure whether you meet the qualifications of this position, or how this would be determined, please feel free to contact human Resources to discuss your application.*

**General description of the position:** To assist the cooks in all areas of kitchen operations and to insure the quality and efficient preparation and serving of meals. Serving, sanitation, and cleaning will be a primary focus.

**Minimum Qualifications:**

1. Must possess some knowledge in food preparation, kitchen maintenance, cleaning and sanitation.
2. Must possess the ability to operate kitchen equipment.
3. Must be knowledgeable of standard safety practices.
4. Must possess the ability to work cooperatively with all district personnel and students.
5. Must possess the ability to perform physical requirements of the job which includes the moving and handling of frozen food and other kitchen supplies in accordance with state and federal guidelines.
6. Must be at least 18 years of age.
7. Fingerprinting and criminal history check as required by OAR 581-22-716.
8. Experience incorporating the perspectives of multiple communities, including [communities of color], in the consideration of impacts and outcomes of a decision-making process.

**Duties and Responsibilities:**

1. Regular attendance and punctuality.
2. Assists in preparation and serving of meals to students and staff.
3. Assists in the operation, care, and cleaning of kitchen equipment.
4. Assists in the general cleanup and sanitation of cooking utensils, serving utensils and kitchen work areas.
5. Works cooperatively with district personnel.
6. Performs other job related duties as assigned by the head cook.

<i>Shift Type</i>	<b>Part-Time</b>	<i>Salary Range</i>	<b>\$17.49 to \$24.87</b>
<i>Salary Code</i>	<b>Per Hour</b>	<i>Job Category</i>	<b>Food Service</b>
<i>External Job Application</i>	<b>Classified - Final</b>	<i>Internal Job Application</i>	<b>Classified - Final</b>

*Location*                      **Food Service**                      *Posting Status*                      **Active**  
*Minimum Qualifications Screening*

**Job Application Timeframes**

*Internal Start Date*                      **09/10/2024**                      *General Start Date*                      **09/10/2024**  
*Internal End Date*                                           *General End Date*

**Job Pools**

<i>Pool Name</i>	<i>Quantity</i>	<i>Requisition ID</i>	<i>Requisition Title</i>
<b>Default</b>	<b>1</b>		

**Alternate Job Contact**

<i>Name</i>	<b>Jennifer Zamora</b>	<i>Title</i>	<b>Executive Assistant</b>
<i>Location</i>	<b>Gladstone School District Office</b>	<i>Phone</i>	<b>503.496.3935</b>
<i>Email</i>	<b>zamoraj@gladstone.k12.or.us</b>		

**References**

<i>Automatically Send Reference Check</i>	<b>Yes</b>	<i>Reference Check Form</i>	<b>Classified Survey</b>
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